

*Board Minutes
Two Harbors Public Library
Tuesday, April 2, 2019*

The meeting of the Board of Trustees, Two Harbors Public Library, was called to order by Vice President Michelle Golden at 5:00 on Tuesday, April 2, for their regular meeting. Michelle is Acting President upon the resignation of Marcia McCormick. The following members were present: Holly Gangelhoff, Michelle Golden, Dean Paron, Jackie Rennwald, Julie Stone, Patty Tofte, John Weidner and Library Director, Katie Sundstrom. Absent: Amanda Houle, Karen Johnson, Barry Rackner. Also present was Miranda Pietila in her capacity as the Finance Director for the City of Two Harbors to address some questions related to Finance.

The **Introductions** were made including sharing of TV shows we might be addicted to.

The **Minutes** of the previous regular meeting of March 12 were presented. They were accepted as written.

The **Bills** for March 2019 were approved per Holly/Jackie. Motion carried.

The **Financial Report** for Year-to-Date through March 2019, was presented to the board for approval. Julie moved and John seconded that the report be accepted as presented and placed on file. Motion carried.

The **Librarian's Report** for March 2019 and was presented to the board. Dean/John moved to accept. Motion carried. Some discussion about problem solving a stashing problem.

Committees:

Finance Committee:

Building Committee:

Personnel Committee:

Art Committee:

DSACF/THAF Committee:

The Personnel Committee had met to discuss some issues relating to job titles, descriptions, requirements, hours, wage scale, minimum wage, longevity, etc. Miranda was able to clarify some questions that came up and will perhaps come up in the budget planning going forward. It was decided that some research will follow to see about the wage scale of Library Technicians in similar sized communities.

Old Business:

- Discussion of Personnel Manual Update as related to Retirement and Health Care Savings Plan that had been addressed at the March meeting needed to be modified. It was moved by John/Jackie to make the necessary changes to the Personnel Manual. Motion carried.
- The Library is in the process of accepting quotes on the downstairs AC. We hope to be able to vote on this at the May meeting.
- Just learned that we received a grant from the TH Area Fund that will be used for STEAM Kits for young kids. The kits currently in the collection have been a hit.

New Business:

- The State of Minnesota has an existing Library Construction Grant that might work for our roofing repair. We might need a Board Member to contact Mary Murphy about supporting the government bonding that makes this grant possible. We are having professional Roofers look at the roof.
- All in favor of pursuing a Two Harbors Library Logo redesign discussion.
- Heads-up on The Taste of the North Community Impact Award! April 11
- Contact Katie if we are interested in judging MN Reads E Books.
- Reminder of Becky's Retirement Open House on Tuesday, May 1, 4-6 p.m.

The meeting was adjourned per Dean/John.

The next regular meeting will be Tuesday, May 7, 2019 at 5:00.
The next Annual Meeting will be held immediately following the regular meeting.

Respectfully submitted,
Patricia Tofte, Secretary