

Board Minutes
Two Harbors Public Library
Tuesday, December 4, 2018

The meeting of the Board of Trustees, Two Harbors Public Library, was called to order by President Marcia McCormick at 5:00 on Tuesday, December 4, for their regular meeting. The following members were present: Holly Gangelhoff, Tracy Gilsvik, Michelle Golden, Karen Johnson, Marcia McCormick, Barry Rackner, Patty Tofte, John Weidner and Library Director, Katie Sundstrom. Absent: Cathy Erickson.

The **Introductions** included a quick sharing of a favorite Holiday Treats.

The **Minutes** of the previous regular meeting of November 6 were presented. Tracy/Mic moved to approve and place on file. Motion carried.

The **Bills** for November 2018 were approved per Mic/Karen. Motion carried.

The **Financial Report** for Year-to-Date, through November 2018, was presented to the board for approval. Mic moved and John seconded that the report be accepted as presented and placed on file. Motion carried.

The **Librarian's Report** for November 2018 and was presented to the board. Tracy/Marcia moved to accept. Motion carried.

Committees:

Finance Committee:

Building Committee:

Personnel Committee:

Art Committee:

DSACF/THAF Committee:

Old Business:

- We continued the discussion of Service Animal Policy. Katie presented the Policy as discussed last month. It was moved by John and seconded by Holly to accept and adopt the policy as written. Motion carried. Also some discussion of appropriate sign design.
- The hiring list has been established and the new Library Aide has started.

New Business:

- Discussion of the raises for the Library Aides and Library Assistants. As is customary, we recommend that they be offered the same 2.5% raise as the other city units. It was so moved by Karen/Mic. Motion carried.
- Katie shared the excellent notification that the Minnesota Historical Society had recently approved our Grant Application for the Microfilm Reader/Printer/Scanner. They support our efforts in preserving our state's heritage.

The meeting was adjourned per Tracy/John. The next regular meeting will be Tuesday, January 8, 2019 at 5:00.

Respectfully submitted,

Patricia Tofte, Secretary