

Board Minutes
Two Harbors Public Library
Tuesday, February 5, 2019

President Marcia McCormick called the meeting of the Board of Trustees, Two Harbors Public Library, to order at 5:00 on Tuesday, February 5, for their regular meeting. The following members were present: Holly Gangelhoff, Michelle Golden, Karen Johnson, Marcia McCormick, John Weidner and Library Director, Katie Sundstrom. Absent: Jackie Rennwald, Barry Rackner, Patty Tofte. Also present was Dean Paron, waiting to be approved by the City to serve.

The **Introductions** included sharing a living person one would like to chat with over a shared dinner.

The **Minutes** of the previous regular meeting of January 8 were presented. Holly/Mic moved to approve and place on file. Motion carried.

The **Bills** for January 2019 were approved per Karen/John. Motion carried.

The **Financial Report** for January 2019 was presented to the board for approval. Mic moved and Holly seconded that the report be accepted as presented and placed on file. Motion carried.

The **Librarian's Report** for January 2019 was presented to the board. Karen/John moved to accept. Motion carried.

Committees:

Finance Committee:

Building Committee:

Personnel Committee:

Art Committee:

DSACF/THAF Committee:

None of these committees had met but a brief discussion was held about the openings there would be on various committees which will need to be filled

Old Business:

Katie reported that the Rudberg Grant check arrived, so the library has ordered the Playaways and are compiling one or two more Early Literacy Kits. The MN Historical grant check arrived too. Under that project, the desk, chair, computer, and monitor have arrived; the microfilm reader contract is signed and the reader should be received at the end of February.

New Business:

The Two Harbors Area Fund Grant Application for \$1000 has been submitted. We will probably hear the results sometime in April.

Katie is asking for feedback from patrons or board members who used items from the Ferguson or Rudberg grants from last year.

Katie shared Marcia McCormick's Letter of Resignation from the Board. She will be missed! We, per Holly/Karen, accepted her resignation with regret and with gratitude. Motion carried. Michelle Golden as Vice President will be Acting President in Marcia's absence.

Katie reported we need 3 more board members to fill out the available positions. One is pending approval.

Katie shared Rebecca Norlien's Letter to retire at the end of April, 2019. She has served the Two Harbors Public Library for the last 20 years. There will be a cake and coffee reception sometime in April. We are looking to hire by April or May for a replacement. She worked 25 hours a week and will be greatly missed.

Katie shared a letter from Bethany who needs a doctor's approval to drive to work due to health reasons. Her neurology appointment is March 7th when it will be determined if she can drive. Right now staff is filling in by taking extra shifts. Katie will check with City Hall if Bethany can be put back on the hiring list if necessary. We will understand the options better at the next meeting.

The board moved (John/Holly) to meet on March 12th instead of March 5th. Motion carried.

The board moved (Marcia/Karen) to allow Bethany a leave of absence without pay until March 12th at which time we will review the situation. Motion carried.

The meeting was adjourned per Marcia/Mic. The next regular meeting will be Tuesday, March 12, 2019 at 5:00.

Respectfully submitted,

Karen Johnson, Secretary Pro-temp