

Library Board Meeting Minutes
January 4, 2009-2010

Present: Daniel Munson, Jim O'Donnell, Susan Hart, Crystal Schroeder, Darlene Searcey, Brenda O'Hare

Called to order: 6:32pm.

Nomination for President: Motion for Munson by O'Donnell. O'Hare seconded.
Approved unanimously.

Nomination for Secretary: Motion for Schroeder by O'Hare. O'Donnell seconded.
Approved unanimously.

Approve consent agenda. Motion by O'Hare. Searcey seconded. Approved
unanimously.

Welcome Darlene Searcey!

Librarian's Report:

Winter Reading Program starts tomorrow and runs through April Fools day

Mugs and Tote bags for sale (*suggested* donation of \$10.00)

2 more Computer classes are being planned

E-bay class this spring – Curt Courier

Quilt raffle- made by Linda Hundorf, full-size, original design; \$5 suggested
donation

Valentine card making on Feb 1

Nutrition classes with Diane Briese – first one in series March 1

Discussion regarding possible strategies for drawing readers in

Beginning to compile Annual Report

Aqua Browser goes live January 12th

New Business:

1. Meeting schedule: First Monday of the Month. 6:30 pm. Motion by O'Donnell, second by O'Hare. Motion approved unanimously.

2. Motion to amend Section I, Article IV of By-laws to reflect a change to "Every other month" by O'Hare. Seconded by O'Donnell. Approved unanimously. Second reading for approval to change, next meeting.

3. Motion to hold next meeting March 1st, 2010, 6:30pm by O'Hare. Seconded by Searcey. Approved unanimously.

Current Terms:

Munson- 2nd term over in Dec.

O'Hare 1st term over in Dec.

SELCO group purchase of equipment

New purchases: 2 new scanners, new thermal receipt printer

Old Business

Continuing the Legacy- USDA is continuing to look at the application

Motion to adjourn by O'Hare, seconded by O'Donnell. Approved unanimously. 7:51pm

Respectfully submitted by Crystal Schroeder.

Next Meeting: March 1, 2010. 6:30pm.

Library Board Meeting Minutes
March 1, 2010

Present: Dan Munson, Jim O'Donnell, Susan Hart, Crystal Schroeder, Darlene Searcey, Brenda O'Hare, Nancy Benson, Gretchen Schade, Chris Hallum, Windy Block

Called to order 6:33pm.

Motion to accept minutes w/ change of date to January 4, 2010. Motion by Searcey, seconded by O'Hare. Approved unanimously.

Approve consent agenda. Motion by O'Donnell. Searcey seconded.

SELCO Report

Legacy Monies (Gretchen Shade):

Arts and Culture Live Grants of all sizes available

- goal is to get community members involved
- culturally diverse
- able to be evaluated
- may be used to digitize records for an organization
- some of the money must be spent by June
- has given away over \$110,000
- must be free to the public
- applications are due and reviewed once a month

Librarian's Report:

SELCO-

working on backup generator in Rochester to prevent loss of service in periphery with outages

Aqua Browser went live January 12th

President of the Board- Don Riggleman, will be visiting

Windy Block- Budget

- presented *Budgeting in New Economy* powerpoint that will be discussed on March 8th City Council meeting- focus on Identifying Core Services
- met w/ USDA rep, believes there is a good possibility of approval—*need to get an affidavit of public hearing to discuss new library by end of March 2010 March 16th is first choice, 23rd second choice, 13th third choice-- Susan will pick time*
- **Discussed questions** we have

New Business

Approval of bylaws: Motion by O'Donnell. Seconded by O'Hare. Approved unanimously.

Annual Report:

Again the first in the state to submit

Compare to last year's.

Motion to accept O'Hare. Seconded by Benson. Approved unanimously.

Website showcase/ highlight—do not use old bookmarks to access!

Old Business

Will need to discuss working w/ Crescendo.

Motion to adjourn by O'Hare, seconded by Hallum. Approved unanimously. Meeting adjourned 8:07pm

Respectfully submitted by Crystal Schroeder.

Next Meeting: **May 3rd, 2010. 6:30pm at the library.**

Special **Rushford Public Library
-Board Meeting Minutes
April 5, 2010**

*approved
notes*

Present: Dan Munson, Jim O'Donnell, Susan Hart, Crystal Schroeder, Darlene Searcey, Brenda O'Hare, Nancy Benson, Gretchen Schade (SELCO Representative), Chris Hallum (Mayor/ City Council Representative), Windy Block (City Administrator), Verne Bunke (City Council Member)

Called to order 6:32pm.

Motion to accept minutes and consent agenda. Approved unanimously.

Librarian's Report:

Survey-

- 52 completed
- Staff is helpful and courteous
- Many indicated usage on afternoons
- 60% would use on Mondays

Continuing the Legacy Website-

- Now able to track location/ IP addresses and usage of the website
- Links to recent articles + Munson's

Library Essay Contest- *Women's Day Magazine* (link is on library website)

Summer Reading- materials have arrived- Theme is '*Make a Splash!*'

Fillmore Co libraries- meeting to begin contract negotiations tomorrow

New Business:

USDA grant/ loan-

- May* fundraise prior to start date *if it is done in the appropriate manner*
- National *might* deem it appropriate to add additional grant monies
- No current changes to grant/ loan application

Continuing the Legacy-

- Time to bring Crescendo back w/ specific guidelines
 - Crescendo costs: currently spent \$60,000/ cap of \$110,000
 - Crescendo speculates 1.5 million could be raised/ lowered it to 1.2 million
- Name concerns were discussed ('Community' vs 'City'/ sense of community by-in)
- Discussed purpose/ space usage of shared facilities
- Discussed change in public attitude towards building a new library
- Discussion of community aspect and location of library
- Susan will be updating the Strategic Plan
- Susan will also be looking at possible grants

National Library Week-

April 11-17-- many events planned come check it out!

Motion to adjourn by O'Donnell, seconded by O'Hare. Approved unanimously.

Meeting adjourned 8:07pm

Respectfully submitted by Crystal Schroeder.

Next Meeting: **May 3rd, 2010. 6:30pm at the library.**

**Rushford Public Library
Board Meeting Minutes
May 3, 2010**

Present: Dan Munson, Jim O'Donnell, Susan Hart, Crystal Schroeder, Darlene Searcey, Brenda O'Hare, Nancy Benson, Gretchen Schade (SELCO Representative)

Called to order 6:34pm.

Motion to accept minutes and consent agenda. Motion by Searcey, seconded by O'Donnell. Approved unanimously.

SELCO Board Rep. Report : Gretchen

Grant programs will continue \$210,000+ for Arts and Entertainment Live--
funds for: digitizing one newspaper/ town
traveling literacy displays
regional poetry contest (poetic strokes)
\$22,000 to Race exhibit @ Rochester Public Library
\$ to Greatest Generation of MN program
book club in a bag kits

Librarian's Report:

Survey-

100 came in
Many said would like to be open on Mondays

Technology- 1200 hits on webpage- many were one time only hits
Facebook page now has 86 fans, easy to send out notices

Applied for a Legacy Grant-

Summer Kick-off!--June 14th 7pm pot luck in the park with Hans Meyer

Facility Plan Review/ Discussion

Possible Special Meeting dates 6pm for meeting w/ Val:

Wednesday, May 12th OR
Monday, June 7th

Motion to approve by Benson, seconded by O'Hare. Approved unanimously.

Libraries Week was a success, people at every session

Summer Plans- purchase of a wii, using funds donated last year

SELCO Report-

Camp Read A lot- August 10, 11—focuses on early literacy @ Eagle Bluff (for librarians, staff and day care providers)

Budget- continuing as previous years

***Point made: Friend's of the Library-** has disbanded, perhaps a good idea to try to re-start

Motion to adjourn by O'Donnell, seconded by O'Hare. Approved unanimously.
Meeting adjourned 7:24pm

Respectfully submitted by Crystal Schroeder.

Next Regular Meeting: **July 5th, 2010. 6:30pm at the library.**

Minutes
Library Board of Trustees
Special Meeting
May 12, 2010
7p.m.

Present: Jim O'Donnell, Chris Hallum, Brenda O'Hare, Gretchen Schade, Crystal Schroeder, Darlene Searcey, Nancy Benson, Susan Hart, Librarian, Windy Block, City Administrator, Val Schute of River Architects.

Meeting called to order by acting chair, Jim O'Donnell.

Main purpose of meeting: review building plan options; pros and cons of combination facility; site location.

Val Schute described latest version of plans; a single story library and meeting room with future city hall add on to the west. (property currently not owned). Windy is concerned that this project needs to be first and foremost planned as a library to avoid objections for dual facility and to counter those who argue they are fund raising for city hall also.

The one story scheme is 500 sq. ft. less than preferred 2 story plan. Meeting room designed for 80-100.

Expansion in future? Possibly to south (25ft) because this is not a load bearing wall (currently Witt property) and perhaps an upwards option, but that would be at extensive cost with load bearing weight issues. 2- story plan has built in expansion possible on the 2700 sq ft lower west roof.

Ceiling height would be @ 10'6".

Plans are drawn today for 20 year growth. However, in most cases, libraries are outgrowing space in 15-18 years because, despite what some "experts" predict, libraries are more popular than ever with the public. Trend is about 2% growth/yr.

Construction cost for 1 story library only: \$1.7 mil

Construction cost for 2 story combined govt. center: \$2.2 mil.

Sharing of facility pros:

- Huge opportunity for community gathering space with the all-purpose meeting room. These are turning out to be high use, in Val's experience.
- Very good to have urban setting and civic presence
- Commitment to being together- makes economic sense

Location, location, location:

- Libraries are becoming community centers
- Libraries are the keystone, holding the rest of downtown together....it ties to other businesses
- Because of increased activity, acts as a catalyst for downtown growth.

Get testimonies from other cities on what their downtown location has done for them.

Review your own city Comprehensive Plan. Council should follow it to promote growth.

This is a very competitive time for contractors.

Hire contractor to get you an estimate on difference in cost on your 2 plans

Val will draw up another set of plans...library alone but with "possible" addition of city on an upper level to get idea of cost. May be best way to present building plan...with library as main idea and goal.

Meeting adjourned @ 1930 hrs.

approved minutes

Meeting Minutes
Rushford Public Library
BOARD OF TRUSTEES
Special Meeting
June 7, 2010

Present: Chris Hallum (Mayor), Susan Hart, Jim O'Donnell, Darlene Searcey, Nancy Benson, Windy Block, Val Schute

Call to order by Jim O'Donnell at 6:35pm.

Approval of consent agenda, including past 2 meeting notes. Searcey moved to approve. Benson seconded. Motion passed.

Librarian Report – Susan

- Summer program kick-off **Monday, June 14th 7pm**
 - Need board volunteers to assist in supervising
- **Workplans** have been sent out in form of job descriptions

New Business –

- **Need a new SELCO representative** (to replace Gretchen Schade)- *Haslet* Val ~~Haslet~~ has volunteered
- **Banner-** *Wonder Ink* has designed banner, Susan will give the go ahead to create
- **Foundation Member** will be *Burton Svendsen* (has been for six year). Benson moved to approve. Searcey seconded. Motion passed.
- **City Audit Report** (Windy) + **USDA** meeting report [passed along from Jennifer Sass to *Ulrich (Rick) Jackson*] Changes are possible, but must be well-documented and communicated to USDA
- **Library Budget** will likely be over budget in non-print (specifically Play-Aways) Schroeder moved to approve. Benson seconded. Motion passed.
- **Facility Plan review –plan K** (Val Schute) *plan for library w/ possibility of 2nd story add-on.* Discussion regarding single vs dual usage facility.

Old Business –

- *Continuing the Legacy* – next step

Adjournment – Benson motion. Hallum second.

Next meeting – July 5th

Rushford Public Library
Special Board Meeting Minutes
July 6, 2010

Present: Jim O'Donnell, Susan Hart, Crystal Schroeder, Darlene Searcey, Brenda O'Hare, Chris Hallum, Windy Block; City Administrator, Vern Bunke; City Council Member, Herb Highum; guest.

Called to order by O'Donnell 6:30pm.

Consent agenda approved with correction to Val Hasleiet's name spelling.

Librarian's Report:

Herb, Ruby, Windy and myself had a tour of the Trempealeau Public Library today. Their population is around 1,500. Val was the architect and Larry Dittman led their capital campaign. Sq ft. is 7600 and built in 2005. They are now nearing the point of thinking about expanding. Pictures shown of tour on overhead. Herb interjected his perceptions of the facility. All impressed with the facility.

Summer Reading Program has good attendance. Have special programs 4 days a week. Tickets for Shakespeare performances are popular. Through a grant, we have 4 free tickets for every play: Othello, Comedy of Errors, and Daly News.

Experienced heavy wireless use and PC (125) use the day the bicycle tour was in town and camping overnight in the library park and across the street at school.

USDA will not be present for our ceremony on Thursday..

New Business:

- Overdrive Digital Library- SELCO has a new added value service that we could participate in. Billing is similar to tech support and leased PC programs. Public libraries may buy-in for a fee based on our population...for us that is \$295/year. These book titles are requestable, stay on a customers electronic devise for a specified period of time and then disappear. With this option, it is keeping current with customer wants, at a price we can afford, and foreseeable less replacement costs tied to lost, or damaged items. Motion by Schroeder; second by O'Hare to participate in this program. Motion passed unanimously. Susan will send in paperwork and volunteer to be on title selection committee.
- Motion by O'Hare; second by O'Donnell to formally accept letter sent to Crescendo dated June 21, 2010. Following lack of response concerning the awaied for USDA monies, lack of any kind of communication with Crescendo since last Octoober, and the boards lack of desire to renew a contract with Crescendo, letter was drafted and signed signed by city staff confirming our awareness of contract expiration in January.
- USDA will NOT be present on Thursday (July 8) for our planned building site ceremony. Adam from St Paul called and canceled after learning of the negativity from city council during the last council meeting. They do not want to be "influencing" anyone or part of conflict. Hart has arranged for state and federal legislative people to attend, and for press coverage. We will go ahead with sign

unveiling ceremony, and mention USDA, but will have to keep everyone informed with details. Copies of Councilman Bunke's remarks and motions were distributed to board. Bunke was present to share his "views" on what he really meant. O'Donnell, Searcey and O'Hare responded to him saying he almost derailed a project and for what reason? Making motions on an added agenda "discussion" item was not protocol. Hart commented that legally, the board is under state statute and council cannot tell a board to stop pursuing a project, if there are funds to cover a project in the library fund. By law, the board is in charge of the building, grounds and monies in the library fund. Chris was thanked for his comments during the council meeting and for voting against the motions to kill any further progress on building. The council meeting is on YouTube and has been viewed 26 times.

- Handouts prepared by Ann Hutton of SELCO on financial support per capita for library service and comparisons of Fillmore Co cities reviewed. Ann Hutton will be meeting with 2 county commissioners for initial/background information in prep for contract negotiation.

Old Business:

- Reports on reference check for Larry Dittman and report on meeting with Robert Miller- Crystals dad and urban planner

Hart called Lorna Caulkins from Drake Community Library in Grinnell Iowa and Judy Grant from Trempealeau Public Library. Both were very positive. *He was very influential in helping to sell the campaign in both communities. He is generous with his time, very good in designing brochures to fit the campaign for each specific town. Reasonable rates. Knows people. Kept committees on tract; very thorough and well prepared.* Both felt the campaign was a success because of Larry.

Searcey reported on talk with Miller. His first remark: that the *community should be ashamed for what they are calling a public building and the lack of accessibility. There is never a 'good time' if you don't; want it to be. He has worked with inner-city building projects where the median wage was \$8,000. The flood and other excuses are just that...excuses. Cannot put a price on what a library brings to a town. Crescendo was a waste of money! We should look at other funding sources. Need to focus on public buy-in. Run a positive campaign. We can run a capital campaign ourselves.*

Motion by O'Donnell, second by Searcey to pursue Dittman. Motion passed unanimously.

Darlene will be talking to Rushford Homecoming Days committee members about possible places the library can set up information booths.

Hart is working on possible lunch location following ceremony on Thursday. Stay tuned!

Motion for adjournment by O'Hare and second by Hallum @ 2005.

**SPECIAL CITY COUNCIL/LIBRARY BOARD
JOINT MEETING MINUTES OF AUGUST 24, 2010**

Members Present: Mayor Hallum, Council members Dahl, Bunke, Honsey, Robertson
Library Board Present: Chair Munson, Members O'Hare, Searcy, Benson, O'Donnell, Schroeder
Others Present: Administrator Windy Block, Clerk/Treas. Kathy Zacher, Library Director Susan Hart, Architect Val Schute, Consultant Larry Dittman
Approximately 54 people were in attendance.

Notification of the special meeting was made by motion in a previous council meeting as well as being posted throughout the community.

Following the Pledge of Allegiance, Mayor Hallum called the meeting to order at 7:00 p.m. at the R-P School Theatre.

Mayor Hallum provided a history of the past ten years of the library board's studies, consultants, planning and diligence on planning for a new library. Highlights of comments include:

- ✓ Library is resource and service provided to all citizens – quality of life issue
- ✓ What we have is not good enough – usage has increased, inventory has increased, we haven't kept up with the needs
- ✓ Two consultant studies done, 2002 and 2008 recommending space needs based on population of service area, amount of traffic, potential for new traffic; estimated target design population
- ✓ Need to meet building codes for loading bearing requirements
- ✓ Empty buildings in town not enough square footage, don't meet load bearing requirements
- ✓ Idea of sharing library with new school building has been explored – but when will new school be built?
- ✓ Board has studied and met with state officials and library consultants regarding sharing with school; both school board and library board decided against it; only two sites in the state that share; problem with budgeting, staffing contract differences, inventory, hours of operation, mission or statement/purpose of two different types of libraries; can supplement each other and currently do
- ✓ Use of computers doesn't lessen importance and use of libraries; magazine readership is up; library is resource and is relevant to community
- ✓ Fund raising efforts started with Crescendo Consulting; while waiting for word from USDA application, contract ran out, process died out, severed ties with them; lots of work on committees was started
- ✓ Looking at Church Street Association, Larry Dittman, to help with fundraising; 95% of money will come from 10% of sources; need to seek out all sources of funding; fund raising effort to keep taxpayer levy at a minimum
- ✓ Many other projects going on in the community; understandable people are concerned about expenses and how things are to be paid for

Opened up for comments from citizens attending:

Lois Bakken – what are council's feelings?

Vern Bunke – asked if library board had visited the two communities with combined libraries; doesn't know if board has done due diligence on joint facility issue; doesn't make sense to fund two independent libraries; library board activity has gone in "fits and starts" on their project

Dan Munson – board did not visit the two communities with combined; but also did not visit the 32 communities that tried a joint facility and failed; asked where should board go for advice except to other library professionals and library consultants?

Terry Lesser – if library had entire building, would that be enough space?

Susan Hart – currently 3500 square feet entire building – which is half size needed; 1954 portion of building not designed with load bearing floors for library use; would require extensive remodeling and still not be enough room

Walt Lee – lived here 80 years; if board has money to build, they should build, but don't ask rest of the town to pay to build it; back in 1921 it was good enough and they gave all to build it; should be good enough now

Joyce Lee – so many projects going on to pay for now; people getting over flood, can't afford to pay more; what will happen to the old building and could the site for proposed new building get flooded again?

Mayor Hallum – area could be flooded again, but so could all of downtown businesses; old building still will have city hall and functions; also RINTEK nano-tech library

Marie Botcher – verified that library is a department of the City

Mark Honsey – what are we doing here tonight; we need to move on as a community, are we here to pick open old scabs; if they can do it – let them

Ted Robertson – questioned space needs study population number; parking issue for proposed new site

Caroline Dunham – study listed “target design population” – traffic in and out of library; not just Rushford residents; read there were 30,000 transactions per year

Nan Lesser – need to do fund-raising, but when would construction start?

Dan Munson – would have to discuss timeline with fund raising consultant, need to enter into contract with Church Street Assoc.

Windy Block – normal procedure would be to reach certain goals of fund raising; come to council and sell the idea that it's a workable plan; once assured donations will be coming (not all come in at one time) then accept USDA grant and move forward

JoAnne Agrimson – lives 12 miles out in no where – chooses to come to Rushford to use library and uses all other businesses in town; this isn't just a library project, it's a draw to bring people to businesses downtown; more people will come if centrally located in the business district

Mayor Hallum – note from Planning Commission Journal that many cities base public library downtown as it is a centerpiece and a draw and reason to come to the town

Val Gaddis – need to think more regionally, it's not just the Rushford or Rushford Village area that use the library and fund raising events would go beyond those borders as well

Mayor Hallum – noted an anonymous donor from outside the area has given \$30,000.00 donation

Dan Fox – library is a disgrace right now – they are doing the best they can for operations; we're not moving ahead, we need to give our children an investment as others did for us in the past; need to provide support for next generation; we're better than this

Mayor Hallum – timing is always awful – it's always a bad time; need to put some faith in the process and part of a strong community is a library; understandable since the flood that people are worried about the costs

Judy Mindrum – she and family have been through hell, but when you think you have no more energy, you find you do; we need this for our children and our children's children

Bev Helleland – she had lots of questions when she came and thanks everyone for providing answers to those questions; reminded of flood and during that time how we pulled together and we had leadership and cooperation to get things done; she doesn't take grandchildren to library much anymore, just to hard to get around; not accessible

Janet Ryan – stated Council Member Bunke didn't seem to be paying attention; she sees disrespect from council; why are they trying to stop this; what is the big deal what is real reason?

Vern Bunke – taking notes, not necessarily against the project

Dan Fox – if private donations and grants are to building this project; now is time as building costs are lowest in long time, as economy recovers, costs will increase in the future

Terry Lesser – what portion of funding coming from the City?

Windy Block – explained land cost site, demolition and making property ready for building from DEED grant \$618,000.00 with ½ grant and ½ city; Utility improvements to that area, going underground to help clean up electric services in that area and to other businesses; if that site is not used for public purpose, have to pay back the State; USDA to provide \$250,000.00 grant; City will pay for consulting fees for fund raising experts with intent of raising enough funds to pay that back

Jo Bingaman – community support is essential; should keep on going; why did council withdraw support?

Mark Honsey – Council did not vote anything down; they withdrew support of combined city hall/library

Dan Munson – library board asked council to support the entire project or to support project without city hall being involved in new building; effort has been made to shut down the whole project, which thankfully failed

Nancy Benson – has been on council and has known library board has been working for years on this project, keep getting beaten down; hopes the board is given the opportunity to do this project

Roger Metz – talked about reasons he and his wife moved to this town originally; need to have more positive things going; new library would be something the city could market

Carrie Schultz – library has been important in their family lives; we should keep moving forward; what is the next step

Chrystal Schroeder – talk to others in the community; help by giving time and effort; this is community project; need people who believe in the project

Ted Robertson – how much money does library have in all funds; how much intend to raise?

Susan Hart – currently 8 months into the year's budget; approximately \$70,000.00 in library fund and \$35,000.00 in Foundation Building Fund

Mark Honsey – how did cost estimate change when the city hall portion was dropped from the building project?

Val Schute – one year ago total cost was estimated at \$3,487,000.00; now all costs including contingency costs are estimated at \$2,258,972.00; not counting costs for hiring consultant for fund raising

Dan Munson – don't need to raise all 2.5 million; have \$250,000.00 USDA grant, also have city share of site costs; clarified it's not just the library board raising the funds

Ted Robertson - what does USDA require on a time-line for use of funds?

Windy Block – originally told 180 days to accept funding offered; they want to see some progress and will be monitoring; need a degree of accountability to them

Mark Honsey – can we ask for an extension on the 180 days if we are well into fund raising

Windy Block - we can ask for timeline extensions; if they know we are progressing, should not be a problem

Vern Bunke – will library board pay back the cost of the consultant fees if fund raising is not successful to build a new building

Windy Block – council should challenge fund raising group to seek all resources for funding

Kathy Zacher – clarified the library board does not have money of its own; library fund only has revenue from tax levy, grants, lga, etc.; levy set by council, would be one levied fund paying back another levied fund

Motion by Hallum, seconded by Robertson to hire Church Street Associates for one year at \$5,000.00 per month to assist with fund raising activities. Attorney Chiglo has reviewed the letter of understanding and a cap has been added for an ending time line.

Vern Bunke – he does not support spending money on this now; wants a new library, but not all of it; doesn't support downtown site; doesn't want to build on prime commercial property

Mayor Hallum – called the question on the floor regarding hiring Church Street Associates. Upon roll call the following voted aye: Hallum, Robertson, Honsey Voting no: Bunke and Dahl. Motion carried.

Ted Robertson – language for giving notice to end is too vague; perhaps clarify language with a 30 day notice

Windy Block – board will work out details with Church Street; all parties were agreeable to amending language

Mayor Hallum -- thanked everyone for coming to the meeting and for their input

Motion by Honsey seconded by Dahl that the meeting be adjourned at 8:45 p.m. Upon roll call all voted aye.

August 2010 Council Meeting Minutes
Submitted by: Kathy Zacher, City Clerk/Treas.

MINUTES
LIBRARY BOARD OF TRUSTEES
SPECIAL MEETING
AUGUST 2, 2010
1830 HRS.

Present: Daniel Munson, Jim O'Donnell, Brenda O'Hare, Darlene Searcey, Val Hasleiet, Nancy Benson, Susan Hart, Chris Hallum, Windy Block, Larry Dittman of Church Street Associates, Val Schute of River Architects, Carolyn Dunham

Consent Agenda: Accepted by Munson, as distributed.

Reports:

- SELCO: Val attended first quarterly SELCO Board meeting in July.
 - SELCO Disaster Plan – to keep libraries up and running as much as possible under different disaster scenarios.
 - Fillmore County Legacy Grants
 - Wabasha County funding issues

Susan:

- Summer reading program – final program on Thursday. Fishing class with MinnAqua in morning and family pool night in the evening. Good response all summer
- The letter read at city council's last meeting needs to be answered....important to get correct information out.

New Business:

- Approval of agreement with Larry Dittman of Church Street Associates: Motion by O'Donnell; second by Benson. Motion passed unanimously.
- We need to focus on library. Dittman observed that we do not seem to have city support for combined facility. We need their endorsement and it will not be an easy task. If we don't have support, what is plan of action? Motion by Benson; second by O'Donnell that we ask for city full support/endorsement of joint facility project and if do not receive, ask for previous unanimous decision by council in 2009, to be rescinded and we go alone as a single entity in the new facility. Motion passed unanimously.
- Daniel directed to answer letter written by Beth Stanford and read @ next council meeting.

Guest Comments:

- Val Schute: Set building up for future expansion. Good for public to know you are being prudent. Vertical circulation does take away

- from usable space. Without second floor and staying with current sq. footage (12,000 sq ft. code), will not need sprinkler system. Could plum for future. We do have a plan already drawn – J.
- Carolyn: Does not see sense of wanting growth from city leaders. Do they follow their comprehensive plan?

Adjourned: Motion by O'Donnell, second by Benson @ 2020 hrs.

Next Regular Meeting: September 7, 2010 1830 hrs.

Submitted by Susan Hart

MINUTES
REGULAR MEETING
Rushford Public Library Board of Trustees
September 7, 2010
1830 hrs.

Members Present: Daniel Munson, Jim O'Donnell, Brenda O'Hare, Nancy Benson. Val Hasleiet - SELCO rep, Windy Block - City Administrator, Susan Hart – Director

SELCO Report: Val

- Executive Committee met in August; Goodhue Co. is not honoring contact with libraries. SELCO may have to take legal action.
 - Regional library budget cuts will have impact on SELCO's budget.
 - Quarterly meeting October 26
- Meeting called to order by chair @ 1845
- Consent agenda approved on motion by O'Donnell, second by O'Hare. Motion carried unanimously.

- Director Report:

- Summer reading program participants read 1100 books.
- GRSF/ Legacy grant for free tickets was well received. 161 tickets were given out from our library.
- Report from ILS Ops committee: Horizon upgrade will require 2-3 days of system shut down. Will know in advance to plan accordingly....probably late fall early winter.

- Budget presented with minimal increase. Contract with county will probably be approved at freeze of 2010 levels. Rushford PL is only library against the new contract proposed by the commissioners because county funding is and has been insufficient in meeting cost of use by rural customers. The deficit on budget reflects lack of funding increase from county.

Motion by Benson, second by O'Donnell to approve budget for 2011.

- Circulation/fine policy reviewed after 1 year in place. It has public and staff support. No change necessary.

- Capital Campaign:

- Report to council on regular basis
- Nancy will get Homecoming mailing list
- 15 have agreed to be on campaign committee
- Handout on Rushford's Comprehensive Land Use Plan distributed as info

- Meeting adjourned on motion by O'Hare, second by O'Donnell @ 1945 hrs.
- Next meeting: November 1, 2010.

**Rushford Public Library
Board of Trustees
November 1, 2010**

*Board
Approved*

Susan Hart, Chris Hallum, Dan Munson, Crystal Schroeder, Brenda O'Hare

Called to Order 6:30

Consent agenda: Motion to approve by O'Hare. Seconded by Hallum. Approved unanimously.

SELCO Report (Sue in lieu of Val):

- Val will be meeting Nov 10th w/ SELCO and Sue for orientation
- Contract w/ Fillmore Co has been signed by SELCO board
- (freeze through 2011) 15% of Fillmore Co monies
- Next year's contract negotiations starts in June 2011

Librarians Report:

Went to the Minnesota Library Association conference in Rochester

Erin Hart was there and reading, learned about websites, and what to do during the building process

Over Drive- downloadable books, will come late Dec/ early Jan, cannot use w/ Kindle

Nutrition courses completed, went well and consumers were interested

Weeding out books that have not been circulating recently- using Better World Books

Purchasing replacement books through Amazon- saving money

Will be adding Continuing the Legacy/ the Next Chapter onto website

Met w/ Joanne Agrimson's classes for a day to teach SELCO searching/ ELM searching

Received Honorable Mention in 'Decorate Your Corn-er' contest

\$164 from the bake sale- thanks to Nancy Benson (thank you notes have gone out)

Winter Reading Program Dec 28- March 1

GForce Ink will create banner

Memorial donations were made recently- monies went into the Foundation

Please e-mail responses to Director's Review to Dan ASAP

Terms expiring: Brenda O'Hare (county rep)- stepping down ☺ --

Bonnie Johnson has offered to take her place

Motion to recommend Bonnie Johnson's appointment to the Board: Motion made by Schroeder. Seconded by Hallum. Approved unanimously.

Dan Munson- will continue, but stepping down from Chair position

2011 Budget Review:

Nothing has changed since earlier estimate

Capital Campaign:

Continues to meet @ 8am Saturday mornings
Currently in 'Silent Phase'
Support campaign (NOT money) begins soon also
GForce Ink is supplying table standing poster
Val is doing big version of layout, WonderInk will laminate
Perhaps a holiday event
Ideas needed for Parade of Lights

Adjournment: Motion made by Hallum. Seconded by O'Hare. Approved unanimously. Meeting adjourned. 7:39