

MINUTES
ORGANIZATIONAL MEETING
RUSHFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
January 8, 2013

We connect our community by promoting communication of ideas, enlightenment of our citizens, and by enriching personal lives.

Members Present: Jim O'Donnell, Nancy Benson, Ida Mae Bacon, Jody Henry, Daniel Munson, Council Liaison Robert Dahl, Librarian Susan Hart, Guest Jeff Darr

Heather Larson and Nancy Benson sworn in for new 3 year term by City Clerk Kathy Zacher.

Meeting called to order by Director Hart @ 1735h

Jeff Darr presented information on how to proceed with an on-line auction

Call for nominations for chair. Larson nominated by O'Donnell. O'Donnell nominated Larson. Motion by Benson with second by Dahl for nominations to cease. Motion carried unanimously. Ballots distributed. O'Donnell accepted position with most votes. Motion by Larson with second by Benson to accept results of election. Motion carried unanimously.

Meeting now presided over by O'Donnell.

Call for nominations for Secretary. Motion by Larson with second by Dahl for Hart to continue as Secretary for 2013. Motion passed unanimously.

Approval of consent agenda:

Motion by Dahl, second by Benson. Motion passed unanimously

SELCO Report: Val Hasleiet

- Next SELCO board meeting January 22, 2013. Nothing to report at this time.

Library Report: Susan Hart

- Had ever popular Santa visit in December for preschooler story time. 16 kids were thrilled to have their desires listened to. Also participated in ECFE's annual Santa's Workshop with a book/story corner as kids made project with parents and waited for Santa time.
- Received \$400 in private donations for our holiday "wish list" book donation program

- Appreciation notes sent out for all monetary donations to library for 2012...civic groups and private
- Weeded 85 youth books from collection in December. Susan and Deb will be attending a "weeding" seminar the end of January @ SELCO as part of the OCLC Reclamation project. For more info:
<http://www.selco.info/display/cat/Cataloging> click on OCLC tab
- 7 new public PCs installed on January 4 as part of our 3 year lease program. Sleek with 19" screens. They run Windows XP so we can still use the licenses we already have for security.
- New color HP printer when the 1990s version we had died unexpectedly. Unique feature is the e-print option which lap top and Tablet users appreciate.
- Foundation account reduced by \$7,600 from donors who wanted their donation for a "new" library returned. Checks went out end of December when CD was due. The largest donor asked "What the heck is going on in Rushford?"
- Horizon upgrade to 7.5.2 scheduled for March or April and will require 4 hours of downtime.
- New on-line catalog probably by end of August. We will be going from Aquabrowser to Enterprise. The latter is more user friendly with OverDrive for e-readers and permits direct download.
- E-reader stats system wide: 7, 464 items available for check out; 9, 373 registered patrons for OverDrive (out of 400,000 card holders); usage is .53% of total items circulated; 160% in crease in 2012, and leveling off; costs for e-books \$7.00 - \$60 each with average cost of \$24.00. Susan is on the title selection committee.
- According to *Paid Content* survey, Tablets are more popular than e-readers for purchase and overall e- book growth is slowing.
- Plainview Public Library is in-house lending iPads (2). SELCO assisted in the security issues. Winona PL is looking at possibly lending also.
- Library of Congress is moving to RDA (Resource Descriptions and Access) for material cataloging in March of this year. (currently use MARC) All libraries will be doing the same by 2014. This will change how we catalog new materials on the database but will allow for making all items link capable, world wide. Staff will be attending training starting in April/May. For more information see SELCO webpage: <http://www.selco.info/display/cat/RDA+and+FRBR>
- Have initiated gathering stats for annual report that is due 1 April to the Dept. of Education.
- Handouts distributed on acronyms terms used in "library talk" to help make things more clear in discussions
- Winter Reading Program: Runs from January 3 til March 1
 1. Have an author visit scheduled for February 26 @ 7.pm. Eric Dregni is author of *Vikings in the attic: In search of Nordic America*. This is a vetted program through SELCO/MN Legacy funding.
 2. Digital camera class ...time to be announced

3. Nature photo show by award winning area photographer will be held@ Bremmer Suites, but all welcome...to be announced
4. Saturday morning book club- starts January 26
5. Book Bingo with door prizes
6. E-reader "roadshow" ...January 23 @ 7 p.m. will assist anyone having issues with using library catalog to download to their e-reader.

New Business:

- Establish meeting dates and time for 2013. Motion by Larson, second by Henry to set first Tuesday of every other month @ 6:30 (1830h) as this years schedule for meetings. Next meeting will be March. Motion carried unanimously.
- Review of by-laws and policies. Handouts distributed. First reading for changes in by-laws and circulation policy. Approval next month.
- Operational hours. Hart presented study and survey results from last fall to present. Recommended by staff to reduce Tuesday and Thursday hours by 1 each and add 2 hours to Monday. Motion by Munson, second by Henry to approve changes as follows: Monday 2-7 p.m. , Tuesday and Thursday 10a.m. - 7p.m. , Wednesday and Friday 10a.m.-6 p.m. and Saturday 10a.m.-2p.m. Motion carried unanimously. Staff will decide on implementation date.
- Signage. Connoughtys will make a double faced sign for front lawn, similar to the new bike trail extension one. Cost is \$1,600 and this is a reduced rate because of his donation for labor. Lighting and landscaping will be added expense. We have funds in reserve. Munson suggested contacting some youth needing an Eagle Scout project to help in completion of project. Motion by Dahl, second by Benson to proceed with project. Motion carried unanimously.
- Have two flooring estimates. Has been suggested we go with a commercial grade "click" laminate. No need for underlayment when not gluing. Would like to probably do this in August. Both estimates came in between \$7-10,000. Will take another look at this in March.
- A spring on-line auction sounds like a good proposal for a fundraiser. Board will assist Darrs with prep work. Benson offered use of garage to store items. Will not be accepting any electronic items. Everyone is to solicit for items.

Meeting adjourned @1920 by chair O'Donnell

Next Meeting: March 5, 2013



**MINUTES
REGULAR MEETING
RUSHFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
March 5, 2013**

We connect our community by promoting communication of ideas, enlightenment of our citizens, and by enriching personal lives.

Members Present: Jim O'Donnell, Ida Mae Bacon, Jody Henry, Heather Larson, Daniel Munson, Val Hasleiet SELCO Board Rep, Librarian Susan Hart, City Administrator Stephen Sarvi

Members Absent: Nancy Benson, Robert Dahl city liaison

Meeting called to order by Chair O'Donnell

Approval of consent agenda:

Motion by Larson, second by Henry. Motion passed unanimously

SELCO Report: Val Hasleiet

- SELCO Quarterly Board meeting January 22, 2013. Highlights of celebrating strengths by area libraries; reviewed Ann Hutton's letter to Dept of Ed over not releasing Legacy Funds- solutions being worked out; iPad circulation to customers @ Plainview PL; new on-line catalog this year. Next meeting April 23.
- Suggestion by Munson we send congratulatory note to Cannon Falls on grand opening of their new building.

Library Report: Susan Hart

- Great turnout for MN Award author Eric Dregini on the 26th. Appreciation to Jim and Heather for assisting with set up, clean-up at Montini Hall. This event paid for by MN Legacy funds.
- Eight people attended our e-reader "how to" road show on January 23. Tech person from Winona library was guest speaker.
- National Library Week April 14-20. Purchased special staff shirts to promote all library services, and small prizes for customers. Board members received pin "Libraries- the Heart of Every Community."
- Through invite from school's Special Ed teachers, attended the Reading Wizards program March 4. Distributed info on our library services, Dr Seuss book bags, book marks etc.
- Attended summer reading program kick-off at SELCO in Feb. Ideas shared to use in this years program of *Dig into Reading* to capture the interest of readers of all ages. *Pinterest* is a very good source for craft ideas. Afternoon session had a sample of performers for booking.
- Have booked 2 performers for here. *Rad Zoo* on June 21 and *Norm the Magician* on July 24 to close out the program

- Moving forward with early childhood reading program. Have created signage to assist parents in reading readiness skills. Also searching for funding venues for program materials.
- March 16 has final scheduled programs for *Hot Reads*. Award winning photographer from Winona presenting *Kaleidoscope of Nature* at Bremer Suites in the afternoon. Digital camera glass here in the morning.
- Weeding efforts always underway. 50 titles went out this past week. This is prep for the OCLC Reclamation project. Inventory of all items is next procedure. 7 lap tops with hand scanners from SELCO will be used and reports compiled. Girl Scouts have volunteered to help. Jody volunteered also. We are tentatively planning for mid summer. Harmony PL recently inventoried and completed in 4 hours.
- Group of girl scouts are designing and fundraising for bike racks. The materials will be donated by Connaughtys and welding done by high school class.
- Positive feedback from customers on new hours, especially noting the extended Monday open hours.
- Annual report filing was delayed at state level this year with implementation of new on-line form testing. Have been in contact with Bruce Pomerantz (Dept. of Ed over edit checks and areas that filled automatically, but were incorrect. So far the new format does not allow side by side comparison with previous year.

New Business:

- 2012 annual report highlights given. Motion by Munson, second by Larson to acknowledge report. Motion passed unanimously. Report has been filed on-line and accompanying paperwork signed/dated by chair and mailed in.

Old Business:

- Motion by Munson, second by Bacon to go with lowest price estimate on interlock vinyl flooring from Torgerson's Flooring in Harmony. Motion approved unanimously. Hart will get moving and storage price.
- Verbiage approved by consensus on sign. The sign is ready for powder coating. Discussion followed on landscaping, lighting and possible scout project to complete project. Hart will initiate contact with scouts.
- Decision to not go forward with auction at this time. Will look at other fund raising ideas.

Meeting adjourned @2000 by chair O'Donnell

Next Meeting: May 7, 2013



**MINUTES
REGULAR MEETING
RUSHFORD PUBLIC LIBRARY
BOARD OF TRUSTEES**

May 7, 2013

1830 hrs

We connect our community by promoting communication of ideas, enlightenment of our citizens, and enriching personal lives.

Members Present: Jim O'Donnell, Ida Mae Bacon, Jody Henry, Val Hasleiet SELCO Board Rep, Robert Dahl city liaison

Members Absent: Nancy Benson, Heather Larson, Daniel Munson, Susan Hart, Director

Meeting called to order by Chair O'Donnell

Approval of consent agenda:

Motion by Henry, second by Bacon. Motion passed unanimously

SELCO Report: Val Hasleiet

- Celebrating Strengths: Owatonna had its grand opening for "Smart Play Spot" on Sat. May 11, Cannon Falls had the grand opening of their new library on March 16, Lake City has a store to in the city hall to sell discarded library books, they are open twice a week and according to Andru (their rep) they are making \$1,000 a month doing this, they also have appointed a committee consisting of 2 city council members, 2 board members, and 2 library board members to look into building a new library.
- The new issue of "Poetic Strokes" is out to libraries.
- Business Items: Ann reports that the legacy funding issues have been worked out with the Dept. of Ed for now. They will look at clearing up some things in future law. The board voted to buy a new SAN to replace the current one and hopes this will take care of failures and outages that have occurred. (this will be upwards of \$90,000, according to Donovan it was budgeted for next year anyway)
- Next board meeting is set for July 30th.

Library Report: Susan Hart (Read by chair as written by director)

- △ Attended SELCO governance Advisory Meeting for directors on April 9. Main meeting topics were the strategic plans for Rochester and Winona Public Libraries and how each was developed.
- △ Nat'l Library week was April 14-20. Had special door prizes for customers all week. Served coffee/mochas, gave out pencils and book marks, new magnets with revised open hours, and bracelets for the youth.
- △ April 18 attended a SMIF Early Childhood and Entrepreneurship focus luncheon

in Spring Valley. Made some good contacts for when I apply for a couple of SMIF grants.

- ▲ Experienced some technical issues in April...“ftp” server @ SELCO that handles our webpage and e-mail was hacked into twice and garbage added. The IP address of hacker was from China. Our webpage has since been loaded to a new server since the former was corrupt beyond fixing. Our webmaster and I will be meeting with Terry Glidden Web Development Specialist @ SELCO next week about redoing webpage to a Wordpress format. Passwords to Rushford SELCO mail have also all changed.
- ▲ New look to OverDrive content catalog. Have received positive feedback from users.
- ▲ Pre-inventory work of all materials continues. Staff weeding and reorganizing shelving.
- ▲ May 14, will be attending Technology Users meeting @ SELCO. Main discussion item in switch to *Enterprise* as new SELCO catalog, this summer.
- ▲ May 23, we are hosting a *Will Reads*, one hour program as part of GRSF (handout); received 7 free tickets to the Intern/Apprentice production to *Macbeth*, and through MN Legacy funding will once again be receiving free tickets to the plays *King Henry and Twelfth Night* for our customers to enjoy.
- ▲ Girl scouts are fundraising for the new bike rack for our library. Please make a contribution and give to Heather Larson.
- ▲ Received \$400 donation from R-R Community Chest.
- ▲ The school library will close on the 17th. After that each class will come to this library during their regularly scheduled library time for a story and advanced info spot on the summer reading program.
- ▲ Two programs for summer reading have been granted by MN Legacy funds. The first will be June 21 with the traveling reptile and amphibian zoo from Owatonna...RAD ZOO. They were here last year and a big hit. Have scheduled in the morning this year to make it possible for local daycares to attend.
- ▲ Staff has begun attending the required RDA cataloging classes as the switch is being made from MARC records. OCLC has changed universally to this on March 1st and now all libraries will need to change to this format world wide. This refers to the behind the scenes data entry for what catalog users such as you, see when you are doing a title, author, or subject search. With all the new formats now available instead of just print, this is needed and major adjustment to cataloging in over 50 years.
- ▲ Previously sent out electronically to you, the tabulation of services provided to our customers and what it would have cost them to pay outright for these. This *Return on Investment* chart is available for libraries to use based on estimated retail costs per item. For \$126,000, our customers obtained services that valued \$ 639, 189. Quite the “bang for your buck!”

New Business:

None

Old Business:

- ^ Our new signage for front of building has arrived and at Public Works garage and will put in ground as soon as time available this week. Location has been discussed and decided. MN Gopher State One Call has been notified. An Eagle Scout candidate has been working with Susan to design and install base landscaping area.

- ^ Grant written and submitted to RCF for new flooring. They meet on the 30th. New flooring will be installed in August.

Meeting adjourned @2000 by chair O'Donnell

Next Meeting: July 2, 2013



**MINUTES
REGULAR MEETING
RUSHFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
July 2, 2013
1830 hrs**

We connect our community by promoting communication of ideas, enlightenment of our citizens, and enriching personal lives.

Members Present: Jim O'Donnell, Ida Mae Bacon, Jody Henry, Nancy Benson, Heather Larson, Val Hasleiet SELCO Board Rep, Susan Hart, Director,

Members Absent: Daniel Munson, Robert Dahl city liaison

Meeting called to order by Chair O'Donnell

Approval of consent agenda:

Motion by Bacon, second by Henry. Motion passed unanimously

SELCO Report: Val Hasleiet

- Attended Strategic Planning session on June 12.
 - Current plan continues through June 2014
 - Possible changes include reducing board size from the current 42 member to perhaps one from each county (11)
 - New SANS unit installed
 - Delay for *Enterprise* (card catalog) deployment
 - Ann Hutton is retiring in 2017
 - Small TV segments being produced by SELCO staff as info spots
 - Advisory workshops - popular with librarians
- Next quarterly board meeting is July 30th.
- Val has agreed to continue as our rep since her first term is up.

Library Report: Susan Hart

- Attended Technology Users Mtg May 14
- IE 10 is not compatible with our card catalog. "Fix" directions listed on our Facebook page.
- Heather reported that the Rushford Area Foundation board unanimously approved grant for new flooring.
- Summer reading program in full swing. 79 kids are registered.
 - Grades Pre-3 enrolled in "Be a Smart Cookie!" Grades 4-6 enrolled in "Book Camp."
 - Open 16 hours on first day of summer (June 21) for activities...from sunup breakfast with rolls from Bloedows to a sa'mores campfire @ 10 p.m.

- First program of summer funded through MN Legacy. RAD (Reptile Amphibian Discovery) Zoo presented and attendance was 105. Well received by all ages!
 - Next program is Jul 24, "Magic Norm." (Also Legacy funded) Summer reading fun programs paid for in part by Booster Club, RP Community Chest and Valley Crest Riders donations.
1. "Weeding" project continues as part of OCLC Reclamation Project. 550 items removed from system in audio and visual sections in last month.
 2. SELCO Tech support here to help with wiring suggestions before we install new floor. Will be contacting electricians this week.
 3. Burt Svendsen has agreed to continue as our rep on the SELCO Foundation Board
 4. MediaCom bandwidth was increased on 1 July; 20 MB Down X 2 MB Up. Hoping this will help with slowness for ILS functions with all public PCs in use.
 5. We once again have free tickets for Shakespeare plays...well received by public.
 6. Girl Scout bike rack project will be completed before school starts this fall.

New Business:

- Budget considerations for 2014 discussed. Known numbers: salaries following union contract, Fillmore Co contract numbers and SELCO ILS Basic fees (up 10%).
- Motion by Benson, second by Bacon to allow Susan discretionary spending on buying digital books for young readers at approx. \$1500. Motion carried unanimously.
- Need a city resident replacement for Daniel Munson on board for 2014. Notice will be posted this week. Ida Mae Bacon has agreed to continue her term.
- Susan would like to look into "Zinio" an e-magazine subscription product. Have a three month free subscription from Austin PL to use the service. Will report back to board if expenditure seems worthwhile
- Studying room layout to stretch book and visual accessibility once new flooring project completed. Would like 3 new book shelves in children's area. Looking at funding options

Old Business:

- Looking at late August for flooring project. Volunteers will be solicited for help in packing up items and shrink wrapping others.

Meeting adjourned @1938 by chair O'Donnell

Next Meeting: September 3, 2013



**MINUTES
REGULAR MEETING
RUSHFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
September 3, 2013
1830 hrs**

We connect our community by promoting communication of ideas, enlightenment of our citizens, and enriching personal lives.

Members Present: Jim O'Donnell, Ida Mae Bacon, Nancy Benson, Daniel Munson, Robert Dahl city liason, Val Hasleiet SELCO Board Rep, Susan Hart, Director,

Members Absent: Jody Henry, Heather Larson

Meeting called to order by Chair O'Donnell

Approval of consent agenda:

Motion by Bacon, second by Benson. Motion passed unanimously

SELCO Report: Val Hasleiet

- Attended July 30th Board of Directors meeting. Reported on board appointments (Judith Schotzko will remain as chair), board committee assignments, changes in staffing in area libraries, and a decrease in Legacy funding for 2104

Library Report: Susan Hart

- New floor project is complete except for 22 more boxes to be unpacked holding audios. All went smoothly. Staff did outstanding job in packing (started/took charge while I was in MO for family funeral) and unpacking; working Labor Day for 8 hours. Volunteer help was here when we needed. Good professional moving crew. Flooring installers very professional and did superb job. New bookshelves from school moved by city public works crew. Jim and Jack O'Donnell worked to assemble securely (stacked). Spindle shelving in storage (since 2008) @ airport brought in by city crew. Lots of work but great results. Grant monies (\$14,966) were deposited to foundation mid August. Chair O'Donnell is assisting with lighting design changes.
- 2014 MOE for city is 90% of 2011/\$67,107. Fillmore Co MOE is \$170,100
- ILS basic service fee from SELCO for 2104 is a 10% increase/\$5,698
- \$150,000 unexpected short fall in SELCO new budget (2 months old) from state monies. Hutton is asking for volunteers to assist in deciding cuts that would not impact regional libraries.
- MN State Librarian Nancy Walton has retired. Bruce Pomerantz is interim director.
- Successful Summer Reading program: 79 youth signed up. Overall storytime attendance was 276; 134 attended special programs. Giving out t-shirts to participants.

- Continuing the weeding process. Current collection is 25,735.
- Saturday (Sept 7) is "Taste of the Trail" and we have been invited to set up a table for display at the Depot. It runs 10-4. Need a volunteer(s).
- Wii and table football game table (donated) are going to be set up in lower level.
- New website (Wordpress) will be up and running in the next week. Check it out!

New Business:

- Have been receiving customer requests for service hours during noon hour on Mondays. In considering this, have revised 2014 budget to reflect. This amounts to an increase of approximately \$1,200. Asked Larson for input since she could not attend tonight, and she commented we are about "customer service" and should try to meet customer needs. O'Donnell asked about implementation time. Hart responded would like to start in January. Motion by Munson with second by O'Donnell to add 2 hours of service hours on Mondays. Motion passed unanimously.
- Motion for final adoption of revised 2014 budget with increase to accommodate new service hours by Bacon. Second by Dahl. Motion carried unanimously.
- To date, have 3 "hats in the ring" for board opening in 2014. Board will have full list to vote on at next meeting.
- Have been selected as site for 2013 SELCO Author Tour, October 14...David Housewright. Working with school on PR. Would like input on possible potluck supper. Will be holding program in Montini Hall.
- Applied to host 2014 SELCO Easel art show with R-P school library.
- As part of winter reading program, would like to work with RASA and put on a mystery dinner theatre night.
- Need to change November meeting date; 5th is voting day. Motion by Bacon, second by Benson to hold annual meeting on November 13. Motion carried unanimously. Hart will make notifications.

Meeting adjourned @1930 by chair O'Donnell

Next Meeting: November 13, 2013

**MINUTES
ANNUAL MEETING
RUSHFORD PUBLIC LIBRARY
BOARD OF TRUSTEES
November 13, 2013
1830 hrs**

We connect our community by promoting the communication of ideas, the enlightenment of our citizens, and enriching personal lives.

Members Present: Jim O'Donnell, Ida Mae Bacon, Jody Henry, Nancy Benson, Heather Larson, Daniel Munson, Robert Dahl city liaison Val Hasleiet SELCO Board Rep, Susan Hart, Director,

Members Absent: none

Meeting called to order by Chair O'Donnell

Approval of consent agenda:

Motion by Munson, second by Bacon. Motion passed unanimously

SELCO Report: Val Hasleiet

- Attended Quarterly Board Mtg Oct 22.
 - News from regional libraries shared
 - Auditor report reviewed
 - Vision for SELCO/SELS discussed
 - What changes need to be made?
 - Strategic plan survey for directors
 - Phone conference on Dec 9 to discuss survey results
 - Dec 13 all day working meeting to set goals for next 3-5 years.

Director Report: Susan Hart

- Participated in the area businesses "Great Gobbler Giveaway." Thought it would be a good way to bring in more public traffic to show off new flooring/library services. However, most participants just wanted to know where drop-off box was for their coupon and immediately left. Cost us an ad in paper and frozen turkey.
- We were part of Chambers Halloween night treat "safe" spot. Good response.
- Only a fair turnout for Legacy Grant author tour with Minnesota award winner, David Housewright. He had a humorous/factual presentation on writing and his life as an author and was enjoyed by those who attended. David donated 3 of his titles to the library. Had door prizes and "raffle" prizes. Burdey's Café donated a chocolate pie and Judy Mindrum a J D Robb's latest bestseller book.
- Received a \$2,000 donation for purchase of large print books from Robert Highum family. Over the course of the last few years, delivered approximately

3,000 titles to Rob. Thank yous have been sent to family and donation acknowledged at council meeting.

- November 14 is Minnesota's "Give to the Max." Will be sending out e-mail reminders to our customers and have great promo literature from SELCO Foundation that has been on Facebook, website and on area bulletin boards. This is our only fundraiser for the year.
- In a joint venture with R-P School libraries, we have been chosen to be an 8 week display location in Feb 2015 for the SELCO Legacy funded *Easel Art Show*. 28 winning projects from our region will be featured. More info coming next year.
- City attorney visited a few weeks ago to get information pertaining to a rumor originating at local coffee shop. Apparently, Councilmen Colbenson and Dahl were quoting a figure of \$50,000 on cost of new floor. The correct cost of \$14,000 in grant dollars and not tax payer dollars, was conveyed. (Trustee Larson reminded Dahl that he represents the board and should be getting correct information to the public and not be a part of misinformation.)

New Business:

- Motion by Henry, second by Benson to transfer \$1600 out of Foundation account for signage costs. Connaughty's deducted \$593 from sign cost as donation). Motion carried unanimously.
- Director evaluation summary by Chair O'Donnell. Overall excellent ratings. Motion by Munson, second by Larson to accept 2013 evaluation. Motion carried unanimously.
- Strategic Plan for 2012-2013 review by Hart. Succeeded in almost all areas of goal outcomes; some areas will always be ongoing.
- Three names on ballot for open board position for 2014; Marie Botcher, Rhonda LeFleur and Barb Sarvi. Ballots counted by chair following member vote. Marie Botcher's name will be given to mayo/council for appointment along with Ida Mae Bacon as incumbent for county citizen slot. Dahl is in charge of taking this info to city clerk to add as an agenda item. Munson thanked for his six years of service to the community as board trustee.

Other:

- As an FYI from Chair O'Donnell; Rushford Lions Club and Community Ed are hosting an Eagle Program from Wabasha, Wednesday the 20th, 1830h @ R-P.

Meeting adjourned @1940 by chair O'Donnell

Next Meeting: January 2014