

**Minutes**  
**Nobles County Library Board of Directors**  
**Monday, December 13, 2021**

- **The following board members were in attendance at the library:** Mary Ingenthron, Charlene Wintz, Peg Faber, Kathy Craun, Andrea Duarte-Alonso and County Commissioner Gene Metz
- **Absent:** -
- **Present library staff:** Office Support Marci Moshier and Circulation and Technical Services Coordinator Laurie Ebbers
- **Others present:** County Administrator Bruce Heitkamp and The Globe reporter Kari Lucin

***Call to Order:***

Peg Faber called the meeting to order at 4:00 p.m.

***Additions to Agenda:***

Peg Faber would like to add 'Letter to Friends of the Library' under Old Business.

Bruce Heitkamp would like to add 'Donations' under New Business.

M/S/P: Ingenthron/Wintz

***Public Comment:***

None.

***Approval of Minutes:***

The board reviewed the minutes from the November 8, 2021 board meeting.

M/S/P: Ingenthron/Wintz

***Reports:***

**Financial:**

The board reviewed the financial reports.

M/S/P: Wintz/Ingenthron

**Claims:**

The November 2021 claims were reviewed. Bruce Heitkamp voices that he is learning about the claims and that Marci Moshier is helping him with them. He approved last week's invoices.

M/S/P: Ingenthron/Wintz

**Circulation:**

The board reviewed the circulation reports for November 2021.

**PCLS Report:**

Mary Ingenthron informs the board that there is a meeting Wednesday night. She adds that she and Charlene are going off that board now, as their terms are up at the end of this year. Mary expresses that she has enjoyed being on it and that she learned a lot. There is discussion that two new people from the Library Board would be needed to fill in those spots. Kathy Craun and Andrea Duarte-Alonso volunteer.

**Peg Faber makes a motion to approve Kathy and Andrea to be on the Plum Creek Governing Board.**

M/S/P: Wintz/Ingenthron

All in favor – none opposed.

## Old Business:

### ▪ **Nobles County Library Board Terms Ending**

- The board discusses again that Mary Ingenthron and Charlene Wintz are done at the end of the year. Mary and Charlene both voice that they have talked to people but either there is no response or they are not interested. Katie Kouba has been mentioned before. Andrea Duarte-Alonso is going to follow up with Katie via e-mail.

## New Business:

### ▪ **Letter to the Friends of the Library**

- Peg Faber has written a draft of a letter to the Friends of the Library, as was discussed in last month's Library Board meeting. The Library Board would like to continue to improve communication with the Friends of the Library and are requesting minutes of each meeting since 2014, a copy of each audit since 2014 and a copy of their By-Laws, as nothing has been received from them since 2014.
- The board discusses minor corrections to the letter.
- **By consensus, the language of the letter was acknowledged by the board.**
- The original letter will be sent in the mail to the Friends of the Library and a copy will be placed in their folder at the library's front desk. The letter will also be sent to Bruce Heitkamp, Gene Metz and David Bradford. (copy attached)

### ▪ **Temporary Library Management**

- Bruce Heitkamp states that he cannot give a lot of details but voices that he will be more evident here. He adds that things will transpire and communications will be forwarded from there; they are simply looking into some things. Bruce continues that Marci Moshier is helping him with the financial side and Laurie Ebbers is helping him with hours and payroll. Bruce has had an opportunity to sit down with all of the library staff and says that we have a wonderful team. He praises the staff by saying that he is pleased we have the staff members that we have here and that they are truly good at what they do and they know their jobs. Kathy Craun expresses that they've always said that our biggest asset is the staff. Bruce would like anyone with any questions or concerns to talk to him and adds that when the time is right there will be more communication. Kathy Craun voices that she has been involved in personnel things before and respects that Bruce is taking care of that and that confidentiality is upheld.

### ▪ **Donations**

- Bruce Heitkamp tells the Board that David Palmer made a small table for the Youth Room.
  - *BE IT RESOLVED by the NOBLES COUNTY LIBRARY GOVERNING BOARD that the Nobles County Library does hereby graciously accept the donation of a small table from David Palmer, and further, that the Board does hereby extend its sincere gratitude for the donation. WHEREUPON the above resolution was adopted at the Nobles County Library Board meeting this December 13, 2021.*
  - M/S/P: Wintz/Duarte-Alonso
- Bruce Heitkamp also voices that the Worthington Garden Club paid for some gardening books, with the total being \$41.58.
  - *BE IT RESOLVED by the NOBLES COUNTY LIBRARY GOVERNING BOARD that the Nobles County Library does hereby graciously accept the donation of gardening books totaling \$41.58 from the Worthington Garden Club, and further, that the Board does hereby extend its sincere gratitude for the donation. WHEREUPON the above resolution was adopted at the Nobles County Library Board meeting this December 13, 2021.*
  - M/S/P: Duarte-Alonso/Craun

### ▪ **2022 – Library Board Meeting Schedule**

- The 2022 Library Board meeting dates are reviewed and approved by the Board.  
M/S/P: Duarte-Alonso/Wintz

### ▪ **2022 – Proposed Saturdays to Close Near Holidays**

- The 2022 proposed Saturdays to close near holidays are reviewed. Veteran's Day falls on a Friday this year and there was a question of possibly closing the day after. The board approves the following Saturdays to be closed near the holidays:
  - Memorial Day, Independence Day, Labor Day, Worthington Turkey Day (Wgtn Only), Veteran's Day, Thanksgiving, Christmas and New Year's Day.
  - Note: Adrian Library is only open on Saturdays Labor Day to Memorial Day.

M/S/P: Wintz/Craun

- Bruce Heitkamp adds that there is a proposed holiday, Juneteenth. It falls on a Sunday this year and if it passes the County would most likely be closed the next day, Monday. The board discusses it and decides to see if it passes first and then they can decide about the day before Juneteenth later, if needed.

### **Other:**

#### **Star Party – Results**

- 54 people attended this program. It went well and there were several different age groups and families. This program will most likely be done again next November.
- Bruce Heitkamp would like to update the Board that the County is still in negotiations with the Courthouse/Library. There are ongoing negotiations and they are going to meet the latter part of this week. He adds that they're going to get that taken care of and work through the mediation agreements.
- Kathy Craun voices that the Board has talked before about getting the contacts of the Book Clubs in Nobles County, as then we would be able to send them notices about programs. She adds that this would be a great way to generate interest and support. It's discussed that it'll take some effort to find contacts but that something can be put in the newspaper, Facebook and on the website for them to contact the library.
- Wowbrary – waiting to hear from Plum Creek yet – it looks like there may be some grants that could help with the cost.
- Basement – the Historical Society has moved out of the basement – Bruce offers the board members to go take a tour downstairs to see the possible opportunities.

### **Upcoming Events:**

- January 27<sup>th</sup> at 6:30 p.m. in Worthington:
  - Author Kate Towle – “Sweet Burden of Crossing” book talk/discussion

### **Adjournment:**

Mary Ingenthron and Charlene Wintz both thank the board and express that they enjoyed their time. Gene Metz replies that they've brought a lot to the Board.

Peg Faber adjourns the meeting at 4:40 p.m.

M/S/P: Ingenthron/Craun

***Next Meeting:*** Monday, January 10, 2022 at 4:00 p.m. in the library's workroom.

Respectfully submitted, Marci Moshier, Office Support