

Minutes
Nobles County Library Board
Monday, March 13, 2023

- **The following board members were in attendance:** Peg Faber, Bridget Harberts, Katie Kouba, Jennie Kinser and County Commissioner Bob Paplow
- **Absent:** John Stewart
- **Present library staff:** Library Director Beth Sorenson and Office Support Marci Moshier
- **Others present:** Kari Lucin (The Globe), Pete Navara (Friends of the Library) and Bruce Heitkamp (Nobles County Administrator)

Call to Order:

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

Additions to Agenda:

None.

M/S/P: Harberts/Kouba

Public Comment:

None.

Approval of Minutes:

The board reviewed the minutes from the February 2023 meeting.

M/S/P: Kouba/Harberts

Reports:

Financial:

The board reviewed the financial reports from February 2023 and the quarterly reports for the Donation Funds. Beth Sorenson would like to purchase two more tvs for the basement using the Donation Funds; the board is in agreement.

M/S/P: Harberts/Kouba

Claims:

The board reviewed the claims from February 2023.

M/S/P: Harberts/Kouba

Circulation:

The board reviewed the circulation reports from February 2023.

PCLS Report:

Katie Kouba reports to the board that Plum Creek is looking at getting a new delivery van next year, as they put on about 1,200 miles per week. They are requesting an increase in the budget as well; if approved they could get a \$125,000 increase. Beth Sorenson adds that Elizabeth at Plum Creek is working on reformulating the delivery requests. The former Library Director had moved Worthington down the list but now we may go back up the list because our collection is bigger. Elizabeth from Plum Creek is working on getting it figured out so they get the most bang for their buck in delivery and cost.

Old Business:

- **Electronic Materials and Devices Policy – Second Review**
 - Beth Sorenson explains that the changes discussed last month have been made.
 - Katie Kouba moves to accept the Electronic Materials and Devices Policy. Second by Bridget Harberts. All in favor; none opposed.
- **Plum Creek Governing Board – Second Board Member**

- Peg Faber addresses the board that a second board member is still needed to attend the Plum Creek Governing Board meetings. Katie Kouba and Bob Paplow explain that these meetings can be attended virtually but you need to let them know in advance and the meetings usually last about an hour to an hour and a half. A couple board members speak up that they can't attend as they have other commitments on Wednesday evenings. After no one volunteers, Beth Sorenson states that she will let Elizabeth at Plum Creek know that we don't have anybody at this point and see what she says.

New Business:

- **Architects for the Library/Library Building Project/Focus Group**
 - Bruce Heitkamp begins by explaining that he's fairly confident in saying that the County Commissioners are in favor of working with this building and seeing what can be done to bring the most out of it; Bob Paplow agrees. General consensus is that starting in the basement of the library first will work the best. Bruce would like to make a focus group, which would keep things moving. It's discussed that two County Commissioners, Bob Paplow and Chris Dybeveck, would be in the focus group, two Library Board members who could rotate, depending on when the meetings would take place. Beth Sorenson would attend and possibly members of the library staff. Bruce Heitkamp could join, as well as the Friends of the Library, if they so choose. Bruce explains that having this focus group would keep moving things along and the members would then keep their respective boards updated in the focus group's progress. Discussion that getting the focus group formed soon and having a meeting or two before the next board meeting would be a good goal. For architects, there is discussion about Koch Hazard as a possible candidate, one of the architects that worked with the library during the WELL Project and one that Beth Sorenson talked to. Beth will figure out when a good time for the staff to meet with the Focus Group will be and things will move on from there.
- **2022 Annual Report**
 - Beth Sorenson has completed the Annual Report and sent it out to the board. Peg Faber (President) has signed the papers and Beth will now submit it to the state. The board thanks Beth.
- **Food and Drink Policy – First Review/Inclement Weather & Emergency Closing Policy – First Review**
 - Beth Sorenson explains that she doesn't see any changes that are needed to either policy.
 - The board reviews the policies and agrees.

Other:

- **Program Results:**
 - Lorna Landvik (author) = 1, Chad Lewis (author) = N/A due to weather and Brian Freeman (author) = 1.
 - These were virtual programs that people could attend at the library.
 - Winter Reading Program update for Worthington = 178 people signed up with 74 cards completed.
 - Winter Reading Program update for Adrian = 55 people signed up with 18 cards completed.
- **Donation**
 - Peg Faber opens an envelope addressed to the Nobles County Library Board – it is from Kathy Craun in memory of Richard Lowe for \$100.00.
 - *BE IT RESOLVED by the NOBLES COUNTY LIBRARY GOVERNING BOARD that the Nobles County Library does hereby graciously accept the donation of \$100.00 from Kathy Craun, 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 March 13, 2023.*
 - M/S/P: Harberts/Kouba
- **Law Library**
 - Bruce Heitkamp reports that Nobles County Attorney, Joe Sanow, has inquired about possibly moving the Law Library to the Nobles County Library. It is just an inquiry at this point, but he adds that there is a revenue source that's tied to it.

Upcoming Events:

Adult Programs:

- March 22nd _____ “Springo” (bingo) – 6:00 to 8:00 p.m.
- April 14th _____ Skally Line (music group) – 1:00 to 2:00 p.m.
- April 19th _____ Mary Yungeberg (author) – 6:00 to 8:00 p.m.
- April 29th _____ Spring Door Hanger (craft) – 9:15 to 12:15 p.m.

Weekly Youth Programs:

Mondays_____Wii (Grades 5-9)

Tuesdays/Thursdays_____After-School Program (Grades K-5)

Wednesdays_____Story Time (Toddlers – Preschoolers) **AND** Just Gurlz (Grades 5-9)

Adjournment

Peg Faber adjourns the meeting 5:21 p.m.

M/S/P: Kouba/Harberts

Next Meeting:

Monday, April 10, 2023 at 4:00 p.m. in the library's Conference Room.

Respectfully submitted, Marci Moshier, Office Support