



Kenyon Public Library

709 2nd Street, Kenyon, MN 55946
(507) 789-6821 kenyon.lib.mn.us

Minutes from the Kenyon Public Library Board Meeting of August 20, 2019

Board Members Present: President Bonnie Roach, Vice President Don Trombley, Board Member Ann Traxler, and librarian Michelle Otte

Motion by Trombley, second by Roach to approve the agenda. Motion passed.

Minutes from the July meeting were reviewed. Motion by Traxler, second by Trombley to approve the minutes. Motion passed.

SELCO EXEC. BOARD MEMBER REPORT: No report as SELCO representative Pat Senjem was not in attendance.

COMMENTS FROM THE PUBLIC: None.

LIBRARIAN'S REPORT:

- Librarian Otte updated the Board that Doug Henke has been appointed as the new mayor. Council is taking applications for interested persons for the open council seat.
- The library received a \$10 memorial in honor of Mayor Engel. Memorial was given by Bob & LaVonne Dyrdaahl. Thank was sent by Otte on behalf of the Board.
- The summer learning program wrapped up in July. 124 challenge sheets were turned in for free books. Attendance was up 80% from 2018.
- Book-a-Lunch is the current children's program. Averaging 13 participants each session through 6 weeks. Book-a-Lunch will wrap the end of August.
- Story time will resume in September on Wednesdays and Fridays.
- Librarian Otte gave an update on the SELCO Advisory Committee meeting from 8/13/19: Main item of concern is WebReporter end of life. This program runs many reports and is intergraded with Horizon, the library's circulation program. Blue Cloud Analytics is replacing WebReporter but with a higher cost. SELCO libraries must decide if they want the new reporting software or have SELCO run custom reports. Other main item was that each library will receive approximately \$2400 in Legacy funds for educational programming for FY2019-2020.
- Librarian Otte gave an update from the Resource Sharing & Technology Committee meeting from 8/15/19: The main item of business from this meeting was reviewing the *Agreement to Participate in the SELCO ILS*. The committee will meet again on 9/19/19 to continue reviewing the changes.
- The library will have a booth at the Community Resource Fair on 9/9/19 from 5:30 to 7 pm at the Kenyon Fire Hall.



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OLD BUSINESS:

- The annual Rose Fest Book Sale was held August 16-17. 221 people attended with a sales total of \$337. This is the lowest in sales since moving the sale from Thursday/Friday to Friday/Saturday. Librarian Otte suggested expanding hours in 2020 to try and maximize profits.
- The library renovation project has been put on hold. Librarian Otte has requested an updated quote from Emerson's. Project will be discussed at the regular September City Council meeting.

NEW BUSINESS:

- The library has received an ILL Dividend from SELCO in the amount of \$857.31. Librarian Otte suggested that the library receive a check and use the funds to purchase a new computer for the library. Three computers are still Windows 7 and need to be updated to Windows 10 as the end-of-life for Windows 7 is coming in January 2020. Motion by Traxler, second by Roach. Motion passed to use ILL Dividend to purchase a new computer with Windows 10 as the operating system.
- Reviewed the proposed 2020 budget. Salaries and benefits seeing slight increase. Most line items staying flat. Increase in line item Office Equipment Purchased to budget for two new computers instead of one. Motion by Traxler, second by Trombley to recommend the 2020 proposed budget to City Council. Motion passed.

BOARD COMMENTS: None.

ADJOURNMENT: Meeting was adjourned at 7:28 pm.

DATES TO REMEMBER: Barb Bonde on vacation August 21-23

NEXT MEETING: September 17, 2019

Respectfully submitted,

Michelle Otte, Kenyon Public Library Director (Acting Secretary)
Kevin Anderson, Secretary