



# Kenyon Public Library

709 2<sup>nd</sup> Street, Kenyon, MN 55946  
(507) 789-6821 [kenyon.lib.mn.us](http://kenyon.lib.mn.us)

## **Minutes for the Kenyon Public Library Board Meeting of October 19, 2021.**

This meeting was held in the Kenyon Public Library

Board Members present Kevin Anderson, Beverly Emerson, Pat Senjem, and Ann Traxler. Librarian Michelle Otte was also present.

Absent: Heidi Haugen

Meeting called to order by Chair Ann Traxler at 6:30 p.m.

Motion by Anderson, second by Emerson to approve the agenda. Motion passed.

Minutes from the September 21, 2021 meeting were reviewed. Motion by Senjem, second by Anderson to approve the minutes. Motion passed.

**SELCO Board Report** Don Munson is the new SELCO Board Chairperson. Committees have been formed.

### **Librarian's Report**

- Programing update:
  - Storytime continues to be presented on Wednesday and Friday. The average attendance is eight people, although a daycare has not participated since the pandemic began, and now those people are returning.
  - Book Group has been meeting in the library. Four people from the book club met in September. Their next meeting is in October.
  - Planning for the Summer Learning Program for 2022 has begun. Exploring vetted performers that can be funded with Legacy Grant funds.
  - The PC Support service from SELCO was used to check a problem with one of the public computers. The computer was operating correctly, but it was the monitor that caused the problem. The old monitor was replaced with a different monitor, and now the computer is functioning correctly.
- SELCO Advisory Committee Meeting from October 12, 2021
  - The SELCO Board Representative Job description and expectations have been updated. All board members are required to serve on a committee.
  - Pat Senjem, Kenyon Library Board representative to the SELCO Board, is resigning in December. A new representative is needed to replace her.
- A Special Resource Sharing and Technology Committee meeting was held on October 16, 2021.
  - The committee discussed the restructuring of the Basic Technology Fees. A proposal was approved and will go to the Advisory Committee in December. Changes include: combining the administration of Horizon, Enterprise, the Help



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Desk, cataloging and database management and consulting services as the basic formula.

- Website hosting will continue to be offered but as a value-added service
- An optional package for libraries will include: management of library internet access, management of library network equipment and Google Apps and email.
- ILL Standards and Expectations:
  - Brief discussion focusing on goal setting and fleshing out the purpose of ILL and expectations. This was done in similar fashion as the Delivery Standards a few months prior.
  - One expectation is to make everything as equitable as possible between libraries. Librarians have to make sure they are doing what is suitable for the local library.

## Old Business

- The In-House Book Sale will continue in the library until Thanksgiving. All items are being sold at ten cents an item.

## New Business

- Christmas in Kenyon is scheduled for December 4, 2021. The library will hold a storytime from 10 a.m. to noon with community members as guest readers. Librarian Otte will be in charge of finding readers.
- During November, Librarian Otte has planned to make a 10¢ donation to the Kenyon Area Food Shelf for every item checked out up to 3,000 items during the month. The number of checked-out items in November is typically less than other months, and this incentive would benefit both the library and the Food Shelf. Librarian Otte will be donating her money for this project.

## There were no board comments.

**Dates to remember:** Librarian Otte will be on vacation on October 21 and 22, 2021, and on November 8, 2021.

With no more business to be conducted, the meeting was adjourned at 6:54 p.m.

The next meeting will be held in the library on November 16, 2021, at 6:30 p.m.

Respectfully submitted,

Kevin Anderson

Library Board Secretary