

MARSHALL-LYON COUNTY LIBRARY
REGULAR BOARD MEETING MINUTES
OCTOBER 11TH, 2021

Board Members Present: Michael Murray, Russ Labat, Paul Graupmann, Linda Baun, Ruth Bot, Eric DeGroot, Paula Botsford, and Saara Raappana. Staff Present: Director Michele A. Leininger and Christine DeGroot. Others Present:

Called to order at 4:00 p.m. by M. Murray, President.

Pledge of Allegiance.

Motion made by L. Baun, seconded by R. Labat to adopt the agenda as presented. Roll Call Vote: Yes- M. Murray, R. Labat, L. Baun, R. Bot, E. DeGroot, S. Raappana, and P. Botsford. No: None. The motion passed unanimously.

P. Graupmann arrived

Motion made by R. Labat, seconded by E. DeGroot to adopt the Consent Agenda. Roll Call Vote: Yes- M. Murray, R. Labat, P. Graupmann, E. DeGroot, L. Baun, R. Bot, S. Raappana, and P. Botsford. No: None. The motion passed unanimously.

Old Business:

COVID 19 Re-Opening Update: Saturdays and Wednesday evenings are slower at the Library. Circulation numbers are slowly going up. The community room is less busy with the surge in COVID-19 cases. The three services that are still on pause are: in-home daycare programming, opening the study rooms, and reopening the play area in the Children's Department. We have had the first positive staff member since last Summer. We have not had to quarantine any other staff members due to how it fell with their schedule. The Library does not anticipate changing any current services or programs. There was discussion on redistributing the hours that the Library is open. It was decided to wait and see where the demand is the greatest and then adjust the hours.

The Library has not seen an increase in students from Southview Elementary School after school. There is still a large number of Marshall Middle School students inside the building, outside, and biking through the parking lot. Currently, there has not been a large group of Marshall Middle School students causing problems like in past years. There continues to be a significant number of parents that pick up their children in the Library parking lot. There have been complaints from parents who meet their children here after school to use the Library and not being able to find a parking spot. There was discussion on reaching out to the Marshall Middle School to encourage parents not to pick up their children in the Library parking lot and encourage the children who bike to use the sidewalks instead of going through the Library parking lot.

2022 Draft Budget: Director Leininger has met with someone from the City and the County in regards to the 2022 Budget. There was discussion on doing the technology and/or the GEO thermal not in the operating budget but as a separate cost. The City is looking at other bids for medical insurance, so there should be cost savings with the medical insurance. Hopefully, by the November meeting, we will have a better idea of the 2022 Budget.

R. Labat brought up the electric bill and the savings for this year. Director Leininger proposed using part of the savings to replace some of the existing canister lights with LED bulbs. The main focus would be on the lights in the public areas and the back administrative hallway. R. Labat proposed using up to \$3,000 on new LED lights. There was no opposition. This should enable getting close to half the canister lights in the Library switched over to LED lights by the end of the year.

New Business –

Policy Review- Parking Lot: There were no changes to the existing Parking Lot Policy. Motion made by P. Graupmann to reapprove the Parking Lot Policy, seconded by S. Raappana. Roll Call Vote: Yes- M. Murray, R. Labat, P. Graupmann, L. Baun, R. Bot, E. DeGroot, P. Botsford, and S. Raappana. No: None. The motion passed unanimously.

S. Raappana left

Health Care Savings Plan (HCSP): The HCSP contributions stayed the same as two years ago when it was up for renewal. Motion made by L. Baun, seconded by P. Botsford to approve the HCSP. Roll Call Vote: Yes- M. Murray, R. Labat, P. Graupmann, L. Baun, R. Bot, E. DeGroot, and P. Botsford.

Reports

Director's Report – Director Leininger and P. Nemes attended the Minnesota Library Association Conference last week virtually. They did a presentation on the Library of Amusements and how during a pandemic they were able to expand the amount of items for people to check out. They increased the number of toys, games, binge boxes, cake pans, and children's puzzles for check out.

For the November meeting, there will be a draft for a 3 Year Strategic Plan, the Materials Lending Policy for review, and an End of the Year Projection Budget for 2021. Anita Gaul will not be able to continue on the Board due to her teaching schedule. So, there will be an opening on the Board for a City Representative member. We will be applying for a Marshall Community Foundation Grant for two new Bottle Filling Stations in the Library. One will be by the main entrance and the second one will be in the Children's area with a Bottle Filling Station and Children's water fountain.

Board President Report: M. Murray has recently started using Hoopla. He has really enjoyed using it and encourages others to try it. The Minnesota Orchestra won Gramophone's 2021 Orchestra of the Year.

Friends: None.

Plum Creek: They did hire a new director for Plum Creek. Her name is Elizabeth Hoffman. She will start October 25th. Director Leininger will stay on with Plum Creek until the end of the year to make the transition as smooth as possible.

Motion by R. Bot, seconded by R. Labat to adjourn at 5:20 p.m.

Respectfully Submitted,
Christine DeGroot