

MARSHALL-LYON COUNTY LIBRARY
REGULAR BOARD MEETING MINUTES
MARCH 14TH 2022

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

Called to order at 4:00 p.m. by L. Baun, President.

Pledge of Allegiance.

R. Labat request to add summer hours under Other on today's agenda.

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

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

Old Business:

Technology Update: P. Graupmann informed the Board that the Lyon County Commissioners voted unanimously to approve the \$6500.00 for technology for this year.

Final 2021 Budget & Reserve Fund Balance (table until April meeting): The final 2021 Budget is enclosed. The Reserve Fund Balance will not be available until the April Library board meeting.

Summer Hours: R. Labat suggested if during the summer months the Library could open up an hour earlier with the Farmers Market just a couple of blocks away. The request was to open at 9:00 AM on Saturdays in the Summer to coincide with the farmer's market.

New Business:

Policy Review:

By-Laws of the Marshall-Lyon County Library Board Policy 101: Motion made by R. Labat, seconded by R. Bot to table modifying the policy until we see if the City and County would like to update the contract this year.

Board Code of Conduct Policy 102: There were no changes. Motion made by R. Bot, seconded by P. Graupmann to approve the Policy as it is. Roll Call Vote: Yes- L. Baun, P. Botsford, R. Labat, P. Graupmann, E. DeGroot, R. Bot, M. Murray, and A. Vorbach. No: None. The motion passed unanimously.

Public Comment at Library Board Meeting Policy 103: Motion made by R. Labat, seconded by R. Bot to approve the Policy with noted changes. Roll Call Vote: Yes- L. Baun, P. Botsford, R. Labat, P. Graupmann, E. DeGroot, R. Bot, M. Murray, and A. Vorbach. No: None. The motion passed unanimously.

ALA Library Bill of Rights 104: Motion made by R. Bot, seconded by M. Murray to approve the Policy with the listed ALA updates. Roll Call Vote: Yes- L. Baun, P. Botsford, R. Labat, P. Graupmann, E. DeGroot, R. Bot, M. Murray, and A. Vorbach. No: None. The motion passed unanimously.

Community & Public Relations Policy 106: Motion made by R. Labat, seconded by E. DeGroot to approve the Policy with noted changes. Roll Call Vote: Yes- L. Baun, P. Botsford, R. Labat, P. Graupmann, E. DeGroot, R. Bot, M. Murray, and A. Vorbach. No: None. The motion passed unanimously.

Inclement Weather/Emergency Closing Policy 110: Motion made by R. Bot, seconded by E. DeGroot to approve the Policy with noted changes. Roll Call Vote: Yes- L. Baun, P. Botsford, R. Labat, P. Graupmann, E. DeGroot, R. Bot, M. Murray, and A. Vorbach. No: None. The motion passed unanimously.

Reports:

Director's Report – Half of the toys are back out in the Children's Department. We are expecting the rest of the toys to go out by the end of the month or early next month. The study rooms opened today. There will be a 15-minute space in between each group or individual using the study rooms to enable a staff member to spray Lysol in the room.

The technology room by the Children's Department is being emptied and will be having a counter installed. We are getting other technology together for the room. The well-being kiosk was delivered this week. We will be rotating monthly topics on it. The book bike's art work was just approved so hopefully we will get that by early May. The Lyon County Museum will be doing a display in the Children's Department and in the Main Area for the 150th Anniversary this summer. April 2nd there is a Youth Sports & Activities Expo that we will have a booth at. The Library plans to be at some of the farmer's market this summer, along with participating in several local parades. We will possibly be doing some activities at the parks in Marshall as well. With lobbying at the capital, there was interest in libraries but legislatures are in no hurry to decide where the money will go. A handout on the Library Love Notes was distributed.

There have been problems with Middle School students using the main area Family bathroom. It has been decided to have it locked with a key at the front desk for people to request.

The City conducted a Classification & Compensation Study that we have received the results from. There was a handout showing the new employee steps, the current steps, and a copy of the appeal in regards to the customer care position. This information is for the Board to review and discuss what next steps they would like to take. Questions to consider: Do we adopt the grid? If yes, how and when to implement it? If lose appeal, then what?

Board President Report: None.

Friends: They are getting ready for their March Book Sale that runs March 31st thru April 2nd.

Board Committees: None.

Plum Creek: They had 3 more Legacy Projects that have been voted on. The Pipestone Library is having an open house meeting this afternoon in regards to needing to move out of the school.

L. Baun adjourned the meeting at 5:44 p.m.

Respectfully Submitted,
Christine DeGroot