

BRAINERD LIBRARY TRUSTEES MEEING

1-23-2018

PRESENT: Lynne Cooper, Cheryl Czuba, Raul deBrigard Virginia Evensen, Mary Karkutt-Kulak, Tom Piezzo, Myra Aronow

ABSENT: Liz Anderson-excused, Carl Conrad, excused, Marijean Conrad, excused. Pam Crum, Stephanie Denkowicz-excused Sharon Kapitulik-excused.

Meeting called to order at 7:02 pm by Raul deBrigard, president

Agenda: 1. New business-add review of the strategic plan

Secretary's report: Minutes of the 11-28-2017 meeting was approved with one correction. Minutes of special meeting on 12-13-2017 was approved as presented.

Director's report: written report-

1. Boiler project has been completed-should be saving money on heating the library immediately. The balance due will be submitted to the towm.
2. Planning and zoning approved the lot revision
3. The two drawings done be Fellner Associates should be ready by the end of February
4. Issue with tenant and plowing company is being addressed
5. The CIPA use policy was presented and reviewed.

Motion: The library will adopt the Internet Safety Policy as presented on 1-23-2018 by the director. Raul/Ginny unanimous

Motion: The Internet Safety Policy will override the Computer Access policy in effect since 2009. Raul/Myra unanimous The Computer Access policy will be reviewed by the Policy and Personnel Committee.

6. Blog launched 3 weeks ago.
7. Two new ideas-a. add an EV charging station for the new parking lot b. possibly participate in the town wide tag sale to clear out unneeded furniture. Both ideas approved by the board,
8. There needs to be an SHPO environmental study completed prior to beginning the building project. We need to have proper documentation for our choice in building companies.

President's report: No information has yet been received on the new budget or the capital improvement plans

Budget/Finance: No report-New information will be presented at the February meeting

Building/Grounds: No report

Develop/planning: There will be a meeting on Monday 1/29/2018 at 6:00 pm with Melissa Fountain regarding planning a capital campaign. Everyone is invited to attend.

Friends of the Library: The building plans have been presented to the Friends

Personnel/Policy: Motion: Approve the Articles of Incorporation presented at the 12-13-2017 meeting, Lynne/Cheryl unanimous

Motion: Approve the changes to the By-laws presented at the 12-13-2017 meeting. Myra/Lynne unanimous

The articles of incorporation and the By-laws will be added to the library web site

Nominating: Requested that invitations be sent to two people who have expressed interest in working on the library board.

New business: The strategic plan developed by Christopher Dobbs was presented. His resume was also presented.

Motion: Christopher Dobbs will be retained to facilitate the strategic plan as presented. Raul/Cheryl unanimous

Motion: Appropriation of \$2500 be made to cover consultation fees and related expenses developing the plan. Raul/Cheryl

Meeting adjourned at 8:20 pm Development/planning meeting at 6:00 pm 1/29/2018

Board meeting Tuesday 2/26/2018

Respectfully submitted:

Virginia Evensen, secretary

Approved with correction 2-27-2017