

Minutes of the Tamarack District Library Board of Trustees Regular Meeting

December 15, 2016, 5:00 PM

Tamarack District Library

Call to Order: The meeting was called to order at 5:05 by Board President Cheri Chapin.

Present: Board members Cheri Chapin, Pat Hinrichs, Kathy Nerychel, Sue Draper, and Diane Robson; Library Director Hope Nobel.

Absent: Cathy Ackerson, Tim Rasmussen, and Cindi Gigowski

Approval of Minutes: A motion to accept minutes of the November 17 meeting was made by Robson. Motion carried.

Public Comment: None.

Financial Report: Nobel submitted a report of the fiscal year to date for the Board's review.

Communications: MLA has notified us that the tax capture bills have passed both the Senate and the House, and now go to the Governor for signature. This will mean that the library is no longer under obligation to pay annual tax capture funds to the Lakeview DDA. However, the Board was in agreement that our arrangement with the Lakeview DDA to exchange our downtown lot for three years of tax capture relief should still be considered binding.

Committee Reports:

- **Budget & Finance:** Did not meet; no report.
- **Policy & Public Relations:** Did not meet; no report.
- **Facilities & Grounds:** Met Dec. 8. Hinrichs gave a verbal report of the committee's discussions, which included carpet & paint colors for the new alcove, potential walls in the basement, and replacement of the carpet under the patron computers.

Director's Report: Nobel has focused on renovation preparations and holiday events in the past month.

Old Business: The incorporation of the Friends of the Library continues to move forward, with a view toward becoming a 501c3. Nerychel has agreed to serve on a transition committee. Rasmussen will also serve provided there is no conflict of interest as his son is the FoL's lawyer. The consensus of the Board was that there is no conflict of interest.

New Business:

- **Basement renovation:** Nobel has obtained quotes from Griffith and Versare for semi-permanent built partitions and wheeled temporary partitions, respectively. The wheeled partitions were considered preferable for the library's purposes. Hinrichs moved that Nobel be authorized to purchase the wheeled partitions for the basement, spending an amount up to but not exceeding \$6,500 from the library's contingency fund. Motion carried.
- **Carpet replacement:** Hinrichs moved that Nobel be authorized to obtain and act upon a quote to replace the carpet beneath the computer stations, and that she notify the Board of the amount to be spent from the contingency fund. Motion carried.
- **Boiler expenses:** The library incurred expenses in the amount of \$4,088.60 this fall to replace a boiler, controller, and humidifier drain. Because these expenses arose from items that were improperly installed at the time the library was built, Nobel requested that these expenses be taken from contingency funds rather than the operating budget. Robson moved that the expenses be taken from contingency funds. Motion carried.
- **Outreach Plan:** Nobel distributed a copy of items used in KDL's outreach plan, with a view toward expanding the library's outreach plan as detailed in the recently adopted long range plan. Draper suggested that it also be emailed. Board members will bring their notes to the next meeting.

Next Meeting: January 19 at 6:30 p.m.

Adjournment: Motion to adjourn made at 5:50 by Hinrichs. Motion carried.

Signed as approved: _____

Recorder

Date

Signed as approved: _____

Meeting Chair

Date