

LANESBORO PUBLIC LIBRARY
BOARD OF TRUSTEES
Meeting Minutes – February 12, 2025

Location: Lanesboro Community Center and Zoom
Time: 5:00pm

Present: Sjeila Goetzke, Tamara DeGarmo, Tara Johnson, Mindy Albrecht-Benson (via zoom), Mitchell Walbridge, Anna Loney, Delia Bell, Vicki Chambard –Torkelson, Bonita Underbakke, Stacey Schultz (as a non-voting member) Shirley Mulder, Sheila Walbridge

- I. **Call to Order:** Sjeila Goetzke filling in as the temporary chair for the meeting.
Public Comments:
Anna Loney - handed out a copy of her statement and read from it (attached), she asked the library board to pick up the suggested mediation between the library board and the city council members.
Delia Bell – asked that the library board pursue mediation with the city council.
Vicky Torkelson – echoed the ask for mediation, she also mentioned the recent ordinance of “not a governing board”, and the possibility of an amendment to the ordinance.
Bonita Underbakke – spoke about her concern over the library board being identified as an advisory board instead of a governing board.
- II. **Approval of Agenda:** Mindy motioned to amend the agenda to add the election of officers and the process for reviewing applicants for library board, seconded by Tamara. Motioned carried. Sjeila motioned to add a discussion about the committees, seconded by Mindy. Motion carried.
Motion to approve the amended agenda by Mindy, seconded by Sjeila. Motion carried.
- III. **Approval of the Minutes:** Motion by Mindy to approve the meeting minutes from January 8, 2025. Seconded by Tamara. Motion carried.
- IV. **Financial Report** presented by Tara.
- V. **Director’s PTO Hours:** 80 hours (Feb. 24-28; Mar 3-7) Eliza and Rae will cover the shifts while Tara is out on PTO. Motion by Tamara to approve the Director’s PTO hours. Seconded by Mindy. Motion carried.
- VI. **Circulation Report** was presented by Tara.

VII. Standing And Special Committee Reports:

VIII. Director's Reports: Tara shared her report. She took time to mention that Tara and Eliza are taking training courses for the new system right now. Rae and Erica, the subs will get training in the future. During the transition there will be 3-4 days of no automation – no interlibrary loans.

IX. New Business:

a. MN Public Library Annual Report

b. New Library Board Member Orientation: Tara met with Tamara to go over responsibilities of a board member and answer questions. Tara has offered her assistance with future questions.

c. Election of officers and discussion of reviewing applications for new library board members:

Motion by Mindy for Sjeila to be Board Chair, Tamara seconded. Motion carried. Motion by Sjeila for Tamara to be Secretary. Seconded by Mindy. Motion carried.

Discussion on the review of applicants for Library board, and the timing of the cut-off with relation to the next city council meetings and the next library board meeting.

Motion by Tamara to meet for a Special Library meeting Friday, February 28th at 5 pm to review applicants. Seconded by Sjeila. Motion carried.

d. Committees:

Mindy started the discussion on the removal of the committees at it seemed in the past that there had been nothing to report outside of the Friends of the Library, and SELCO Board. Tara reminded the board that the bylaws must be updated, and policies need to be reviewed and updated. Motion by Mindy to have all committees except Friends of the Library and SELCO Board, be handled during regular meetings or as special committee. Seconded by Sjeila. Motion carried.

X. Old Business:

a. Library Survey Results: there were 79 responses, offering suggestions for additional programs, services, material, or other ideas that can enhance the library. Mindy offered to review the top 10 suggestions. Mindy motioned to table the survey results and review the top 10 suggestions for the next meeting. Seconded by Tamara. Motion carried.

- XI. Other Business:
- a. Comments or Questions – none
 - b. Next meeting is a special meeting on **Friday February 28th, 2025, at 5pm.**
 - c. Next regular Library Board meeting is **Wednesday March 12th, 2025, at 5pm.**
- XII. Adjourn: Motion to adjourn by Mindy. Seconded by Tamara. Motion carried.