**Chatfield Public Library Board of Trustees Regular Meeting Minutes**

**April 4, 2024**

**7:00pm at the Chatfield Public Library**

Present: Monica Erickson (Librarian), Debra Collum, Dave Frank, Mike Speck, Ann Halloran, Sandy Sullivan and Kathy Kamnetz

Absent: Todd Johnson, George Spangler, Karen Greenslade

**I. Call to Order**

1. The meeting was called to order at 7:02pm by board President, Mike Speck.

**II. Approval of** [**February Meeting Minutes**](https://docs.google.com/document/u/0/d/1LcVpKk9mlLjgSF2oWXzC306V4LuBi-UPsMWtFWPMpIA/edit) **(no meeting in March)**

1. Motion to approve by Dave Frank, seconded by Sandy Sullivan. Motion passed.

#### **III. Budget Review**

1. 25% would be right on budget. Library expenditure is currently at 27.62%, revenue is at 32.98%
   1. Insurance - one time payment
   2. Maintenance/Repair of Equip. - high because of PC lease
   3. Furnace has now been billed

#### **IV. Old Business**

#### Monica’s review approval

#### Employee review completed by Kathy Kamnetz and Dave Frank with Monica Erickson on March 5th.

#### **V. New Business**

1. Annual Report Review and approval
   1. Registered borrowers continue to decrease, not just in the Chatfield area.
   2. Monica discussed doing some work on the website in an attempt to increase traffic there again.
   3. Motion made by Kathy Kamnetz to accept the 2023 annual report as submitted. Seconded by Debra Collum. Motion passed.
2. Capital account label
   1. Conversation about changing the labels on accounts and including the endowment fund in with capital funds.
   2. As a board we want to keep capital and endowment separate and labeled as such as their own accounts. Donations will go into the endowment fund unless the donor has specified what specifically is to be purchased with the funds.

**VI. Director’s Report**

1. MN Author Tour
   1. Dr. Christopher Lehman.
      1. He has written Slavery’s Reach and It Took Courage.
      2. The program will be at 11am, April 23rd at the Chatfield Public Library.
      3. Conversation about contacting Lee Becker, Niki DeBuhr and Josh Maricle-Roberts to try to get some of the middle and high school students to the program.
      4. Suggestion to contact the Friends of the public library or the Chatfield Education Foundation for assistance in funding bussing if necessary.
2. Seed Library Update
   1. Sandy met with Monica and Christy this morning.
   2. They’ll be getting two boxes of 50 packets of seeds from Seed Savers.
   3. Sandy is going to check with Prairie Moon in Winona regarding more seeds.
   4. Rae Rowell will be coming to the library to offer a class about starting seeds May 9th or 16th .
3. [Fillmore County funding update](https://docs.google.com/document/u/0/d/1AqPFIK_1sV2RMV907GGZBxX7PdkIN5MJsLgan-5mEDY/edit)
   1. The 7 Fillmore County libraries have a 3 year contract with a $7,000 increase every year that ends this year.
   2. The libraries met and decided to request the following from Fillmore County for the next 3 years:
      1. 2025 $273,809
      2. 2026 $281,809
      3. 2027 $289,809
      4. This would be an $8,000 increase each year of the contract.
   3. This still needs a final approval by the full county board.
   4. At some point the Fillmore County libraries are going to go to a county meeting and show them what they’ve been doing.
4. Spring Landscaping Plans
   1. Monica has had conversations with Raechel about plans for this spring/summer.
      1. Planting Clematis along the brick wall by the parking lot.
      2. Planting irises
      3. Replacing failing creeping phlox
      4. Planting tulips in the fall

**VII. Roundtable**

1. Mike - Dave will need to run a meeting in June as Mike will be busy. Most likely he will be gone for May’s meeting as well.

#### **VIII. Adjourn 8:25pm**

1. Motion was made to adjourn the meeting by Dave Frank and seconded by Sandy Sullivan. Motion was approved.

#### **IX. Upcoming Meetings:**

#### Library Board, May 2, 2024 at 7:00pm

Respectfully submitted by Ann Halloran, library board secretary