

## Spirit Lake Library Board Meeting

June 5, 2023

Present at the meeting: Roger Brockshus, Christa Butler, Carolyn Butterworth, Frank Christenson, Cindy Davis, Matt Early, Heather Kalkhoff, Vicki Perry

The meeting was called to order at 5:15 p.m. by president Christenson. Minutes of the May 1, 2023, meeting were read by Butterworth. Butler moved, seconded by Perry, that the minutes be approved. Motion carried.

Davis presented the May financial reports, noting the YTD expenditures. Motion to approve the reports was made by Early, seconded by Brockshus and carried.

### Director's Report:

- Heather Kalkhoff's orientation was held May 18, 2023.
- Elmquist met with four high school seniors to talk about the library budget.
- The broken window was replaced by Heartland Glass on May 3 at a cost of \$750.
- Davis attended a director Roundtable in Milford on May 23.

### Unfinished business:

- The subscription for the library's Hotspots, as well as issues with their use, was again discussed. The Friends of the Library can pay for them, but City funds cannot be used. A motion was made by Butler, seconded by Brockshus, to suspend public use of the Hotspots but to keep two subscriptions for library use only. Motion carried.
- Last Touch has been cleaning the library weekly at a cost of \$150/week. Davis continues to look for other options. Motion by Early, seconded by Kalkhoff, to table hiring a permanent custodial service until the July meeting. Motion carried.
- Davis reported that early termination of the library's Mediacom internet service (before 1/1/24) would result in a fee of \$1,680. Motion by Perry, seconded by Early, to delay contracting with Premier Communications until January 2024. Motion carried.

### New business:

- Amanda Whalen was hired to work approximately 20 hours per week. Motion by Butler, seconded by Brockshus, to approve this hire. Motion carried.
- The amended budget for 2022-23 was reviewed. Motion by Kalkhoff, seconded by Butterworth, to accept the amended budget. Motion carried.

### Policies/Accreditation:

- The final reading of the library's Tornado Policy was presented. Motion by Butler, seconded by Kalkhoff, to accept the policy. Motion carried.

The next regular meeting of the library board will be Monday, July 3 at 5:15 p.m.

Motion to adjourn by Butler, seconded by Kalkhoff. Motion carried. Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Carolyn Butterworth, Secretary