

Blue Earth Community Library Board  
Regular Meeting  
Monday, October 10, 2022 at 4:00pm in the library

Agenda

Members in attendance: Dikken, Orvedal, Moen, Schutt, Hanson, Hunt

1. Called to order at 4:00pm
2. Approve agenda- Orvedal motioned and Dikken seconded to accept agenda. Passed.
3. Past meeting minutes were accepted with one correction. Dikken taken off the picture list.
4. Moen moved and Dikken seconded to accept the monthly bills. Passed
5. Schutt and Kennedy have been working on next year's budget.
6. Schutt and Moen have been working on a three- year plan. Will be given out next month.
  
7. Library Director's report- building inspector gave the okay ticket exterior wall for the pteranodon installation. Moen moved and Overdal seconded the placement of the pteranodon on the north wall in the meeting room.\* Restarted rotation services to Bricelyn and Kiester. Items will be rotated as needed. \* New copier arrived.\* New phone system and phones ordered with Bevcomm. \* Added one more day of delivery service from TDS  
\*SignPro has started fixing murals. \* The counting of people entering the library has started and is needed for the annual report. \* Safety Focus for 2023- cameras, rekey doors, etc...

To: Library Board  
From: Heidi Schutt  
Subject: End of 2022 - 2023 closures to library

Oct 10, 2022

The Library follows the holidays the City of Blue Earth recognizes.  
In addition to that, I recommend the Library Board approves closing the library on the following dates in 2022:

Saturday, November 26, 2022 (Saturday after Thanksgiving)  
Saturday, December 24, 2022 (Christmas Eve)

The 2023 dates of closure per the City of Blue Earth are:

New Year's Day	Sun 1/1/23	Observed Monday 1/2/23
Martin Luther King Jr Day	Mon 1/16/23	
President's Day	Mon 2/20/23	
Memorial Day	Mon 5/29/23	
Juneteenth	Mon 6/19/23	
Independence Day	Tues 7/4/23	
Labor Day	Mon 9/4/23	
Veteran's Day	Sat 11/11/23	Observed Friday 11/10/23
Thanksgiving Day	Thurs 11/23/23	
Friday after Thanksgiving	Fri 11/24/23	
Christmas Day	Mon 12/25/23	

I also recommend the Library Board approves closing the library on the following dates in 2023:

Saturday, November 25, 2023 (Saturday after Thanksgiving)

These recommended dates are up for discussion and approval by the Library Board.

Moene moved to approve the above holiday schedule. Overdal seconded. Passed.

October 6, 2022

Per Brooke Spear's letter on August 4, 2022  
indicating she would like to stay employed as a Library Clerk,  
I authorize her reclassification from Library Technician to Library Clerk.

# 12.55

Thank you,

*Heidi Schutt*

Heidi Schutt  
Library Director

Staffing change

9. Update on Pteranodon- will be arriving soon and installed in the meeting room. Cost of this will be paid with raised monies for the project.
10. Decision of fine/bill forgiveness- Hunt moved and Hanson seconded the motion to forgive all past overdue charges and to institute a no overdue fine policy going forward. Passed
11. Creation of board subcommittees - tabled until next meeting
12. Other Business- Hanson moved and Moen seconded the motion to direct Schutt to change how ancestry.com is being used at the library. Passed
13. Adjourn at 6:27pm
14. Next meeting at 4:00 on Monday, November 14.
15. Minutes taken by Hanson and typed by Moen