

**Port Library Board of Trustees
Minutes
June 8, 2009**

The Port Library Board of Trustees met June 8, 2009. Chairman, Rick Larson, called the meeting to order at 5:30 p.m. Present were Rick Larson, Sally Williams, Kitty Wagner, Verlin Kolman, Mike Wilkison, Carol Porter and Director, Pat Heidrick.

There were 2 additions to the agenda: One executive session for non-elected personnel and one executive session for acquisition of real property.

Minutes of the May 4, 2009, meeting were reviewed. Carol Porter moved to approve the minutes as read. Kitty Wagner seconded the motion. Passed.

Financial report was reviewed. Kitty Wagner moved to approve. Mike Wilkison seconded the motion. Passed.

Director's Report:

Rachel made 8 classroom visits in May to promote the Summer Program. The registration ran for three weeks and people were still inquiring after the first session.

Rachel and her twin, Kate, have an on-line video promoting the teen program.

We have received a donation distribution from the Clinton Topliff estate in the amount of \$175611.60.

Reading material is still going to the Mitchell County Law Enforcement Center about every 6 weeks.

Old Business:

The City has published a new Charter Ordinance raising the mill levy in support of the library to 7 mills. It will be published twice in the newspaper and go into effect on the 61st day following first publication should there be no protest.

Mike Wilkison moved and Carol Porter seconded the appointment of Kitty Wagner as Vice-Chairman. Passed.

Rick Larson called for a 15-minute executive session at 5:45 p.m. to discuss non-elected personnel. Verlin Kolman seconded. Pat Heidrick was asked to stay. No decisions were made in the closed session and the open meeting resumed at 6:00p.m.

The budget and the effect of a change in hours were discussed. The change of hours was tabled until a later time.

The salary and wage schedule was adopted on a motion by Verlin Kolman and a second by Mike Wilkison. The new rates will begin July 1, 2009.

Mike Wilkison moved: Resolved by the Board of Trustees of the Port Library: having determined that the tax revenues and budget for operations in 2009 will not meet the requirement for operations in the next year, a Year 2010 budget and property tax increase of \$4360.00 will be adopted. Sally Williams seconded. Motion passed 6-0.

Jackie Larson will join the Search Committee to hire a new Director. The committee will consist of Rick Larson, Kitty Wagner, Mike Wilkison, Jackie Larson and Pat Heidrick. It was the consensus of the Trustees to limit any candidate expenses to \$150.00.

The possibility of supporting the organization of a Friends of the Library was discussed. Rick Larson will be getting information about this group.

A motion to invest the recent Topliff estate monies \$100,000 to Farmway Credit Union and \$75,611.60 to Central National Bank in 12-month CDs was made by Kitty Wagner and seconded by Verlin Kolman. Passed. Pat is to take care of this.

A 10-min executive session to discuss acquisition of real property was called by Rick Larson at 6:53p.m. seconded by Carol Porter. Pat Heidrick was asked to stay. No decisions were made in the closed session and the open meeting resumed at 7:03p.m.

Sally Williams moved to adjourn; seconded by Rick Larson. Meeting adjourned at 7:10p.m.