

## Cloquet Library Board Minutes

Date: Tuesday April 25, 2023

Members Present: Casey Brissett, Steve Korby, Mary Hagen, Don Walsh, Kathy Blais, Barb Lammi

Members Present via Zoom: Gerard Sordelet

Others Present: Courtney Dietsche, Library Director and Iris Keller, City Council Liaison

I. The meeting was called to order at 4:04 pm by President Casey Brissett.

II. Approval of minutes: A motion was made by Don Walsh and seconded by Mary Hagen to approve the minutes of the March 28, 2023 meeting. The motion was approved.

III. Approval of Bills: A motion was made by Steve Korby and seconded by Don Walsh to approve the bills for April 2023 in the amount of \$ 9,045.13. Each board member approved.

### IV. New/Unfinished Business

- Discussion of going fine free: the Duluth Public Library Fine Free FAQ informational sheet was provided for board members. Questions were asked concerning income from fines in the library budget versus actual amount of income from fines for a calendar year. The board reached a consensus to move ahead with a fine free policy after Courtney discusses the issue with the city administrator.
- Open 13-hour position: three applications so far. The posting closes on April 30.
- Library Board representative at City Council meeting in May: Don Walsh will attend the meeting on May 2 and present a general update on the work of the library board. Don will report back to the library board at the next meeting on May 30.
- Library Record Retention Policy 1007: this is a state policy. Therefore it cannot be changed by this board. Courtney will check to see if it is up to date.
- Use of Collections Agency Policy 1013: the library is not using the collections agency at this time. A specific library staff member attempts to collect the cost of items not returned to the library. Mary Hagen made a motion to eliminate Policy 1013. Gerard Sordelet provided a second to the motion. The motion was approved.
- Courtney has not heard any complaints about the removal of the pop machine.

V. Librarian's Report:

VI. Events—see calendar

The next meeting of the Library Board is scheduled for Tuesday, May 30, 2023 at 4:00 pm in The Hemingway Conference Room.

Following a motion by Gerard Sordelet, a second by Barb Lammi, and approval of the motion, the meeting was adjourned at 4:52 pm.

Respectfully submitted,

approved:

Kathy Blais, Secretary