

Two Harbors Public Library Board of Trustees

Regular Meeting

Tuesday, June 13, 2023

Call to Order

The regular meeting of the Two Harbors Public Library Board of Trustees was called to order by Board President Amanda Houle at 5:01 pm on Tuesday, June 13, 2023 for the regularly scheduled meeting.

Introductions/Roll Call

The following board members were in attendance: Amanda Houle (President), Dean Paron (Vice President), Karen Johnson, Jamie Sisson, Uriah Hefter (TH City Council Rep), Jody Zastera, Cheryl Passe, Daniel Thewis, and Madeline Jarvis (Library Director). Also in attendance: Vicki Everett (Friends of the Two Harbors Library President.) Absent: Sharon Lind (Secretary).

Minutes

The Minutes of the previous meeting of May 9, 2023 were presented. Hearing no addition, changes, or corrections, Jody/Karen moved to accept the Minutes. Motion carried.

Bills

The Bills for May 2023 were presented. Dean/Dan moved to accept and pay the presented bills. Motion carried.

Financial Report

The Financial Report for May 2023 was presented. Jody/Cheryl moved to accept the Financial Report as presented. Motion carried.

Liaison Report

Friends of the Library: Friends President, Vicki Everett, accepted the new role at the April FOL Meeting. She and her husband moved to Two Harbors from Idaho last year and are enjoying the Two Harbors community.

City Council: Uriah shared confidence from our local legislators that more bonding projects are feasible in our region in the coming years.

Librarian's Report

The Librarian's Report for May 2023 was presented (both narrative and data). Highlights were made regarding the new copier and the Aging Impact Award. Karen/Dean moved to accept the Librarian's Report. Motion carried.

Committee Reports

Art: N/A

Building & Grounds: See Pollinator Garden/Lawn Update under Unfinished Business
Finance: N/A
Personnel: See Juneteenth Closure under New Business
Policy: N/A
THPL Fund: N/A

Unfinished Business

Blandin Grant Update: The plan is still to remodel one bathroom at a time so that the Library can remain open to the public. Also planning on an October “Toilet Paper Cutting” once the project is complete. The new circulation desk should be delivered and installed in September. There will likely need to be one day that the Library will need to be closed to the public during the installation – date to be determined.

Pollinator Garden/Lawn Update: The Board continued conversation about the library lawn and the Pollinator Garden. The Pollinator garden was installed in 2020 by Shoreview Natives and funded by a grant. In August/September of 2022 a portion of the garden and a large part of the back lawn was removed due to the foundation waterproofing tile project. Public Works does not currently have the capacity to maintain the garden. The board discussed options for how to utilize the lawn – possibly adding a walking path through the garden. The back lawn will need to be reseeded at some point, but the Board does not plan to utilize the lawn since there is no way to monitor the area.

New Business

Juneteenth Holiday Closure: After conversations with City staff, Library Board President, and the Personnel Committee, Madeline presented the recommended plan for Juneteenth 2023. For this year, the Library will be closed to the public on June 19th as dictated by the new state legislation. For future years, the Personnel Committee will propose amendments to the Personnel Manual to add Juneteenth as a paid staff holiday. Jody/Cheryl moved to close the Library to the public with staff still reporting as scheduled on June 19, 2023 in honor of the Juneteenth Holiday. Motion carried.

Summer Reading Program: The Summer Reading Program is well underway and will be utilizing paper trackers and Beanstack for a digital tracking.

Next Meetings

Tuesday, July 11th @ 5:00p – THPL Board

Adjourn

Dean/Jody moved to adjourn the meeting at 5:41. Motion carried by consent.

Respectfully Submitted,
Amanda Houle, President & Secretary Pro Tem