

Regular Meeting of the Hibbing Public Library
Board of Trustees

Hibbing Public Library Board Room

August 08, 2007

Members present: Dan Bergan Gary Louzensky
Maddy Kochevar Mary Angela Strasser

Members absent: Mike Marincel, Claudia Mescher, Beth Pierce

Also present: Ginny Richmond, Library Director

Order of Business:

1. The meeting was called to order at 4:34 PM by Vice President Maddy Kochevar.
2. No guests were present.
3. Bergan/Louzensky moved to approve the minutes of the July 11 meeting. Motion carried.
4. Bergan/Strasser moved to accept the financial report and invoices payable for July, 2007. Motion carried.
5. **Report of Library Director**
 - 5.1 The new Library Worker-Custodian, Brett Heinkel, was introduced.
 - 5.2 *Building maintenance*
 - 5.2.1 A concept meeting and feasibility study for bundled energy solutions was recently held with Kurt Schoenecker of Harris Service. He will draft and submit an action plan to the city for long-term maintenance and building improvements that are needed and that may result in savings.
 - 5.2.2 The 2008 budget deadline is due September 9. Changes from 2007 will result mainly from expenses associated with the air conditioning installation. The budget draft will also include a .5 custodial position (to be shared with city hall).
 - 5.3 *Outreach*

Recent and upcoming outreach visits were reported, as well as the receipt of a \$500 gift from the morning Rotary Club.
6. **Unfinished Business:**
 - 6.1 *Air conditioning project*

August 21 and 22 are projected as the dates when the Hibbing Public Library will be closed to patrons as the power change-over is made. The public will be notified through a newspaper announcement.
 - 6.2 *2008 budget*

See 5.2.2
 - 6.3 *Bucks Buy Books*

The trustees' task list was reviewed. The billboard at 2810 First Avenue will be rented to promote this annual initiative from September 20–October 19 at a public service discount.
7. **New Business:**
 - 7.1 *Promotional materials*

Richmond would like to have a promotional item, such as a magnet, to distribute when Hibbing Public Library staff members make outreach visits. Such an item would include Hibbing Public Library open hours, web address, etc. She will research products and prices.
8. The meeting was adjourned at 5:33 PM.

Mary Angela Strasser
Secretary