

MINUTES
McMillan Memorial Library
Board of Trustees
May 17, 2017

DRAFT
Subject to
Approval

President Zacher called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 4:00 p.m.

ROLL CALL ATTENDANCE:

Present: Anne Zacher, Andrea Galvan, David Farmbrough, Kevin Finbraaten, Susan Bovee, William Clendenning, and Scott Kellogg.

Absent: Colleen Dickmann and William Jacobs.

Administration: Andrew Barnett, Vicki Steiner, and Brian Kopetsky.

Others in attendance: Scott Prahl of Viking Electric and Rick Potter.

CORRESPONDENCE: There were no items of correspondence received.

MINUTES: **A motion to approve the Minutes of the April 19, 2017 Library Board meeting was made by Ms. Galvan, second by Mr. Clendenning. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for May 2017. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Clendenning, second by Mr. Kellogg. Motion carried.**

A motion to move Agenda Item VIII A: report by the joint Finance/Building and Grounds Committee and Agenda Item IX A: Old Business Review and Consider Solar Project Proposals, was made by Mr. Clendenning, second by Mr. Finbraaten. Motion carried.

COMMITTEE REPORTS: The Finance / Building and Grounds Committees met on May 16th to review and consider solar project proposals. The committee requested a presentation from Mr. Scott Prahl of Viking Electric regarding his photovoltaic solar project proposal.

Scott Prahl of Viking Electric presented a photovoltaic solar project proposal for the Library. (Copy attached to original Minutes.) Discussion followed. Mr. Prahl noted that he is a union shop and would be hiring local electricians and would like to have the system installed and operational by the end of July. A list of considerations to be discussed with the Library attorney regarding a contract was drawn up.

Details to be discussed with attorney include insurance, WW & L billing and rate for selling electricity back, ownership after 7 years, formation of LLC?, Library lien on the project for our investment, Mid-State Tech involvement, 3rd party to determine value of array at year seven.

OLD BUSINESS: Mr. Barnett presented a Solar Project Comparisons report between the two proposals received from Viking Electric and North Winds Renewal Energy / Legacy Coop. (Copy attached to Original Minutes.) Discussion followed. The committee recommendation is that the Library proceed with the proposal from Viking Electric.

Ms. Galvan moved to develop a contract with Viking Electric for the installation of a photovoltaic solar array, second Mr. Clendenning. Motion carried.

DIRECTOR'S REPORT:

The YS staff took part in the Children's Fest. The Crane Wives (Indie-rock) concert is May 18. Our sixth National Theatre Live presentation was last week. We will now take a break and evaluate the series before booking more showings. Mr. Kopetsky gave a one year report on the Gale Courses and the LSTA Grant. (Copy attached to original Minutes.)

A woodland / shade garden has been planted under the guidance of the local Master Gardeners. More nectar plants are being added to the Monarch Waystation to provide better variety throughout the season. We had an energy audit courtesy of WW&L and Focus on Energy. A prioritized list of projects is being prepared. There is much room for improvement and many projects that would have a short payback time. The rearrangement of the Commons continues, with the move of the Hmong story quilt. We hope to have the service desk moved before summer.

Ramona Witte is leaving and her job has been posted as Adult Services Manager. We held Staff Development Day last week, focusing on customer service / experience, active shooter training, staff changes, the various summer programs and the Commons / Adult Room rearrangement. Several staff and volunteers received awards, including Mary Dern (20 years).

NEW BUSINESS: There were no items of New Business to bring before the Board.

A motion to adjourn was made by Mr. Kellogg, second by Mr. Finbraaten. Motion carried and the meeting adjourned at 5:20 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on June 21, 2017 at 4:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary