

Board of Trustees – Meeting Minutes: Monday, April 21, 2025

1. Bethany called the meeting to order at 6:59 pm.
2. **Present:** Bethany Johnson, Nikki Weber, Barb Rude, Carmen Lindquist, Lisa Anderson
Bethany announced that Marilee Althoff has stepped down, due to other commitments, from the Trust Committee.
3. **Additions or changes to the Agenda:** None
4. **Secretary's Report** (Carmen): Lisa will make 3 minor edits to March Minutes, and file. Nikki made a motion to approve the March Meeting Minutes, Barb second, all approved.
5. **Reports:**
 - **Treasurer's Report** (Nikki): Newspaper is the Cass Country Reporter. Next month we will see a large deposit from the City's Mill Levy, and a \$6,000.00 donation from a senior resident who recently moved to Mankato to be closer to her son who can assist with her medical needs. Jen's daughter, Grace, will assist with the Book Sale Room. File as presented.
 - **Director's Report** (Lisa): Filed the Annual Report with the State, which in turn goes to the Federal level for review. Beth and Lisa presented the stats to the City. It's a long to-do-list, and is required to qualify for funding. The Directors are creating a Library policy in regard to how long a book can be checked out, how long a DVD can be checked out, etc. This formal procedure policy, once finalized, will be posted. Jen found a deal on Halloween Books at \$0.60 per paperback, and that will happen this year. The Directors recommended not to open the Library on the one Saturday per month during the summer months. The last two Saturdays (when open) no one came in, and with summer it might be tougher. Linda will be sending out the Library Summer Flyer to all grade school kids. Directors are posting on Facebook (FB), and emailing patrons, a message to "oppose" the ND SB2307.
 - **Friend's Report** (Lisa): We will be creating a procedure manual for the Treasurer's role. Winter Theater, "Snow White and the Enchanted Forest" - 50 kids participated. Community Rummage Sale is May 10th - to include Book Sale. Summer Theater will have to be moved to early fall (or earlier) due to overlap of schedules. Kindred Days – some of the kid activities/events will be moved from Saturday to Friday. Venmo, Jackie is the Administrator/name on the account, and we are working on changing the Administrator/name on the account.
 - **Building Management** (Lisa): Natural Gas remains pending, along with flooring. LP Tank at 40%. Lisa was asked to have the broken tile at the main entrance door replaced at the same time as the flooring. Lisa will get a proposal from Carpet Garage, and ask if they do Saturday installs. If they cannot install on a Saturday, it will have to be on a week day. Tenants will be notified. Lisa will bring the proposal for a vote. One tenant is past-due on rent. Two text messages were sent to the tenant with no resolve. Lisa will consult with Attorney, and have an official past-due rent letter/notice prepared for the tenant.
6. **Old/New Business:** Book Sale and Library Meeting Room Policy (Lisa): Nikki made a motion to approve the Book Sale and Library Meeting Room Policy, Barb second, all approved. File as presented.
7. **Comments, Announcements, Other Business:** We are in need of more volunteers. The Trust Committee has two vacant positions: Vice President, and Member at Large. Linda could post an announcement on Facebook, and local bullet boards.
8. ***Next meeting** will be on Monday, May 12, 2025, at 7 pm at the Library (see above for address)
9. Barb made a motion to adjourn the meeting, Nikki second, all approved. The meeting was adjourned at 7:49 p.m.

Meeting Minutes by: Carmen Lindquist, Secretary, KPL Board of Trustee, 4/26/2025