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# Chatfield Public Library

## Board of Trustees Regular Meeting Minutes

March 5, 2026

7:00pm – Chatfield Public Library

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### I. Call to Order

The meeting was called to order at 7:00pm by Pres. Dave Frank.

#### Board Members Present:

X Beth Riley	Karen Greenslade
X Dave Frank	X Kathy Kamnetz
X Daysha Borst	X Lisa Martin
Emma Strand	X Sandy Sullivan

#### Board Members Absent:

Emma Strand, Karen Greenslade  
1 Board Member spot still unfilled

#### Also Present:

Monica Erickson, Library Director

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### II. Guest Presentation – Mary Schneider, Treasurer, SELCO Library Foundation Board+

The SELCO Library Foundation has partnered with the Southern Minnesota Initiative Foundation (SMIF) to serve as its fiscal agent for investment management. Mary provided an overview of the partnership, including its purpose and activities. The Chatfield Public Library maintains a subfund within the Foundation.

Board members were informed of an opportunity to apply for a position on the SELCO Library Foundation Board. The Foundation meets monthly, with the next meeting scheduled for March 23.

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### III. Approval of February Library Board Minutes

#### Motion to approve the February meeting minutes:

Moved by: Daysha

Seconded by: Sandy  
Vote: Approved unanimously

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## **IV. Budget Review**

Operating Budget  
Total Revenue: 15.3%  
Total Expenditures: 17.46%  
Right on budget would be: 16.66%

Expenditure lines that are slightly over budget resulted from one time expenses, irregular expenses, and grant purchases that will be reimbursed.

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## **V. Old Business**

### **Library Director Succession Planning**

The Board continued its discussion regarding Library Director succession planning. Key next steps identified include: (1) updating the Library Director job description; (2) confirming the City's hiring process and requirements; and 3) exploring the classification and compensation of the Library Director position, including whether additional review or a market analysis may be appropriate.

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## **VI. New Business**

### **Review and Approval of 2025 Annual Report**

Motion to approve  
Moved by: Kathy  
Seconded by: Lisa  
Vote: Approved unanimously

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## **VII. Roundtable**

### **Board members shared comments and updates.**

**Daysha** shared that the school's "Read Deed Move" reading program is underway and expressed interest in reestablishing student field trips to the public library. Monica noted that transportation costs can be a challenge, as the library must identify funding for busing. In the past, this has been supported through Thrivent Action Team grants. She also reported that a preschool teacher has scheduled two class visits to the library in May and has arranged transportation independently.

**Sandy** announced that the Seed Library Kickoff event will be held Saturday from 10:00am to 12:00pm.

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## **VIII. Adjournment**

Motion to approve

Moved by: Sandy

Seconded by: Kathy

Vote: Approved unanimously

The meeting adjourned at 8:30pm.

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## **X. Upcoming Meetings**

- Library Board – April 2, 2026
- Library Board – May 7, 2026

Minutes recorded by Monica Erickson, Secretary Pro Tem