
Chatfield Public Library
Board of Trustees Regular Meeting Minutes
July 2, 2026
7:00pm – Chatfield Public Library

I. Call to Order

The meeting was called to order at 7:00pm by Vice President Beth Riley.

Board Members Present:

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

Board Members Absent: Dave Frank, Daysha Borst, Sandy Sullivan

Also Present:

Monica Erickson, Library Director

II. Approval of June Library Board Meeting Minutes

Motion: Approve the June meeting minutes.

Moved by: Karen

Seconded by: Kathy

Vote: Motion carried unanimously.

III. Budget Review

No report was presented because the June budget report was not yet available.

IV. New Business

FY27 ILS Agreement

Monica reviewed the FY27 ILS Agreement and answered questions from the Board.

Motion: Approve the FY27 ILS Agreement.

Moved by: Kathy

Seconded by: Lisa

Vote: Motion carried unanimously.

Annual Performance Review – Valerie Wilson

Monica presented Valerie Wilson's annual performance review, noting that she received an excellent evaluation. The Board commended Valerie for another outstanding year of service and expressed its appreciation for her contributions to the library. As Valerie has reached the maximum step within her pay grade, no step advancement is possible.

Motion: Accept Valerie Wilson's annual performance review and commend her for her excellent performance during the past year.

Moved by: Lisa

Seconded by: Beth

Vote: Motion carried unanimously.

V. Old Business

Olmsted County Funding Update

Monica reported that the Olmsted County library directors met to discuss a proposed funding formula for County library support. The directors agreed to recommend that funding be distributed based on physical circulation to Olmsted County residents living outside the city limits of Rochester, Pine Island, Stewartville, and Chatfield. The proposal would incorporate this distribution method into the SELCO agreement. Rochester Public Library is also preparing a separate request for funding related to additional services provided to rural residents, including bookmobile service and access to digital content.

Library Director Succession Planning

Beth reported that the Interview Committee was very pleased with Christy Archer's interview and recommended that the Board extend an offer of employment for the position of Library Director.

Motion: Extend an offer of employment to Christy Archer for the position of Chatfield Public Library Director at Grade 8, Step 3, with a start date of either July 25, 2026, or August 8, 2026, at Christy's discretion.

Moved by: Lisa

Seconded by: Kathy

Vote: Motion carried unanimously.

Beth will draft an offer letter for Board review. Following Board review and the President's signature, the letter will be sent to Christy.

VI. Roundtable

- Karen suggested that Valerie's outstanding performance review and Christy's appointment as Library Director be highlighted in an upcoming Library News article in the *Chatfield News*.
 - Monica shared information about the Community Mosaic Project, a free community art initiative that invites people of all ages to help create two public mosaics by making clay tiles at drop-in events held throughout the summer at the Chatfield Center for the Arts, the Growers Market, and the library. Artist-in-Residence Mary Beth Magyar is leading the project to promote education about local watersheds and protecting our drinking water.
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VII. Adjournment

Motion to approve meeting adjournment

Moved by: Lisa

Seconded by: Kathy

Vote: Approved unanimously

Beth adjourned the meeting at 8:00pm.

IX. Upcoming Meetings

Library Board – July 2, 2026

Library Board – Aug. 6, 2026

Minutes recorded by Emma Strand.