



AGENDA ITEM #10.2.C

REPORT TO CITY COUNCIL

Report Prepared by: Nancy Malecha

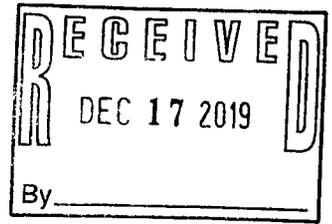
Date: January 7, 2020

Subject: Library Board Appointments

Report: Two of the seven Library Board members' terms expired on December 31, 2019; Melissa Birch and Terri Grimes. There also remains one vacancy on the Library Board. Melissa Birch and Terri Grimes have submitted applications for reappointment and Courtney Gran has submitted an application for appointment.

Library Board Chair Melissa Birch is recommending appointment of Terri Grimes and Courtney Gran to the Library Board.

Council Action Requested: Mayor's recommendation to appoint Melissa Birch and Terri Grimes with term expirations of 12-31-22 and Courtney Gran with a term expiration of 12-31-20 to the Library Board followed by Council motion and vote.



APPLICATION FOR APPOINTMENT TO BOARD/COMMISSION

APPLICANT INFORMATION

Name: Melissa Birch

City of Residence: Pequot Lakes

Occupation: Regional Coordinator Employer: Clean Energy Resource Teams

Address: 30795 Rasmussen Rd, Pequot Lakes

Phone: _____ E-Mail: _____

Thank you for your interest in serving your community! Please indicate in order of preference which of the following boards and commissions you are interested in serving with 1 indicating your first choice, 2 your second choice, and 3 your third choice.

_____ **Economic Development Commission**

- The Economic Development Commission consists of seven members who are residents or business owners of the City. Terms are for three years. The Economic Development Commission meets on the third Tuesday of each month at 8:00 a.m. at City Hall. The objective of the EDC is to encourage economic growth in the City of Pequot Lakes.

_____ **Housing and Redevelopment Authority**

- The Housing and Redevelopment Authority consists of five members who are residents of the area of operation of the Authority. Terms are for five years. The Authority meets on the third Tuesday of each month at 5:15 p.m. at Sibley Terrace. The objective of the HRA is to provide quality, affordable housing through partnerships with our community; to establish and maintain a safe, secure environment for housing residents; to assist in providing services for residents; and to manage assets of the Authority in a fiscally prudent manner.

X

Library Board

- The Library Board consists of seven members who are residents of Crow Wing County or the City (with a majority of the members being residents of the City). Terms are for three years. The Library Board meets on the third Tuesday of each month at 6:30 p.m. at the Pequot Lakes Community Library. The objective of the Library Board is to provide the community with an outstanding library.

Park Commission

- The Park Commission consists of seven members who are residents or landowners of the City. Terms are for three years. The Park Commission meets on the second Thursday of each month at 5:00 p.m. at City Hall. The objective of the Park Commission is to ensure the ongoing excellence of City parks.

Planning Commission

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Statement of Interest: Please state briefly why you are interested in serving on this board/commission for which you are submitting this application.

I strongly believe in the importance of public libraries for community members & visitors of all ages & backgrounds. The library is a key community resource.

Education/Professional Experience: Describe your educational and professional experience or skills that qualify you to serve on this board/commission.

I have a PhD & have worked in a wide range of settings, including education (K-Post-secondary) & writing (fiction & non-fiction).

Relevant Personal/Professional Experience: Please describe your professional, civic, or community participation which may be relevant in serving on this board/commission.

I have served on the Library Board for 5 years, including as chair, & guided the library through its first strategic planning process.

Attendance: Are you aware of the importance of regular meeting attendance including the time commitment involved in preparing for meetings and do you feel you have the time available to be an active participant? Yes No

Comments: _____

Conflict of Interest is defined as the participation in any activity, recommended action, or decision from which the individual has or could have the potential to receive personal gain, whether it is direct or indirect. In accordance with this definition, do you have any legal or equitable interest in any business which could be construed as a conflict of interest? ___ Yes No

If yes, provide details on a separate piece of paper.

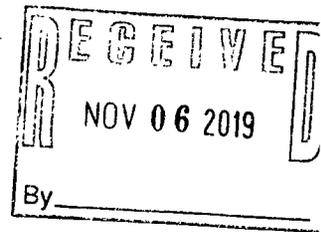
MBL Birch _____ Dec. 17, 2019 _____
Applicant Signature Date

Questions may be directed to the City Administration Office at 218-568-5222.

Return Completed Application to: City of Pequot Lakes
City Administrator
4638 Main Street
Pequot Lakes, MN 56472
E-mail: nmalecha@pequotlakes-mn.gov
Website: www.pequotlakes-mn.gov

This application is for the position of _____

OFFICE USE ONLY	
The Applicant is:	_____ New Applicant ___ Applying for Reappointment
Council Action:	_____ Not Appointed
	_____ Appointed to: _____
	_____ Date Appointed: _____
	_____ Term Expires: _____



**APPLICATION FOR APPOINTMENT TO
BOARD/COMMISSION**

APPLICANT INFORMATION

Name: Terri Grimes

City of Residence: Idéal Township

Occupation: retired teacher Employer: _____

Address: 5843 Red Cedar Lodge Drive

Phone: _____

E-Mail: _____

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Statement of Interest: Please state briefly why you are interested in serving on this board/commission for which you are submitting this application.

I believe the library is an important part of the community. I am interested in contributing my experience to further the growth in the community.

Education/Professional Experience: Describe your educational and professional experience or skills that qualify you to serve on this board/commission.

I have a BS degree & beyond in Education. I taught for over 25 years.

Relevant Personal/Professional Experience: Please describe your professional, civic, or community participation which may be relevant in serving on this board/commission.

I organize & oversee all the children's program at the library. The summer reading program has 110 plus children every year.

Attendance: Are you aware of the importance of regular meeting attendance including the time commitment involved in preparing for meetings and do you feel you have the time available to be an active participant? Yes No

Comments: _____

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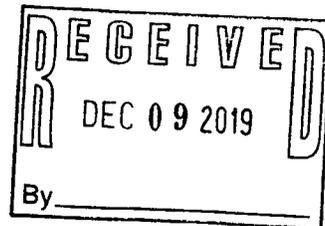
Dennis G. Swan 11-2-19
Applicant Signature Date

Questions may be directed to the City Administration Office at 218-568-5222.

Return Completed Application to: City of Pequot Lakes
City Administrator
4638 Main Street
Pequot Lakes, MN 56472
E-mail: nmalecha@pequotlakes-mn.gov
Website: www.pequotlakes-mn.gov

This application will be kept on file for one year; after that time a new application must be filed.

OFFICE USE ONLY	
The Applicant is:	<input type="checkbox"/> New Applicant <input type="checkbox"/> Applying for Reappointment
Council Action:	<input type="checkbox"/> Not Appointed
	Appointed to: _____
	Date Appointed: _____
	Term Expires: _____



APPLICATION FOR APPOINTMENT TO BOARD/COMMISSION

APPLICANT INFORMATION

Name: Courtney Cron

City of Residence: Breezy Point

Occupation: Graphic Designer Employer: Self-Employed / Brainerd Library

Address: 7706 Winter Trl.

Phone: _____ E-Mail: _____

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1

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Statement of Interest: Please state briefly why you are interested in serving on this board/commission for which you are submitting this application.

I am passionate about public libraries and would love to help provide the Pequot Lakes area with a great library.

Education/Professional Experience: Describe your educational and professional experience or skills that qualify you to serve on this board/commission.

I worked at the Kathryn A. Martin library (Duluth) for 4 years and work at the Business Public Library, part-time currently.

Relevant Personal/Professional Experience: Please describe your professional, civic, or community participation which may be relevant in serving on this board/commission.

As mentioned above, I have 6 years of experience working for libraries. I also am a member of the community Chamber, so I stay up to date on what people like to see from their library.

Attendance: Are you aware of the importance of regular meeting attendance including the time commitment involved in preparing for meetings and do you feel you have the time available to be an active participant? Yes No

Comments: _____

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If yes, provide details on a separate piece of paper.

Courteney Oram _____ 11.14.19 _____
Applicant Signature Date

Questions may be directed to the City Administration Office at 218-568-5222.

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City Administrator
4638 Main Street
Pequot Lakes, MN 56472
E-mail: nmalecha@pequotlakes-mn.gov
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This application will be kept on file for one year after that time a new application must be filed.

OFFICE USE ONLY	
The Applicant is:	<input type="checkbox"/> New Applicant <input type="checkbox"/> Applying for Reappointment
Council Action:	<input type="checkbox"/> Not Appointed
	<input type="checkbox"/> Appointed to: _____
	Date Appointed: _____
	Term Expires: _____