

LIBRARY BOARD MEETING

February 13, 2017

Members present: Haugen, Hoehn, LaBrosse, McManus, Niederkorn, Radloff, Rund, Tetrick, Trisko and Halgren (staff)

Absent: None

Meeting called to order 7:04 p.m.

Consent Agenda

- Minutes – M/S/P
- Bills – M/S/P

Unfinished Business

Mechanical Needs/Space Study Update

- Jennifer Anderson-Tuttle of LSE Architects presented with Halgren the results of the study with recommended option C.1 at the Jan. 23 City Council worksession.
- The reaction from the council was positive with approval for Halgren and the city to meet with other agencies, county and city managers, etc., to discuss possible collaboration.

2016 Budget – Final general ledger was presented.

New Business

Circulation Stats – down 10.12% in January

Workforce Mini Grant “300 Books” Outcomes

- In December 2015, the library was awarded a mini grant in the amount of \$2,809.00 to partner with SSPSSD #6 to provide a “300 Books before Kindergarten” program to 4-year-old preschoolers in the district’s 10 community preschool classes at Lincoln Center and Kaposia Education Center to help boost school readiness.
- Children received a tote bag with reading records and various literacy materials.
- The district provided the portal for Youth Services Librarian Amy Commers to present monthly storytimes to the classes as well as translation, photocopying, and graphic design services.
- We also supplied literacy bags to the screening nurse at Kaposia Education Center via Dawn Rehn.
- We tallied 41 interactions of children presenting a reading log to staff. Kelly Tetrick, Director of Special Services at SSPSSD #6, coordinated the school-readiness evaluation of these children using FastBridge, an evidence-based assessment. 65% of these students entered kindergarten at or above grade level regarding literacy with 25% approaching grade level and 10% below grade level.

- Furthermore, Commers is now regularly presenting a monthly storytime to the 10 community preschool classes, and we just had a Parents and Preschoolers Picnic that was very well attended.

Every Child/Love Your Neighbor Campaign Wrap Up

- This year the community raised \$3,631.48 to provide books to the children of families participating in Neighbors, Inc.'s Love Your Neighbor holiday program.
- We ordered nearly 1000 books with 300 Spanish or bilingual titles for preschoolers.
- Kids' Choice partnered with us to wrap all the books at Concord Lanes during the morning before Thanksgiving.

Resignation of Karen Dyson

- Halgren read Dyson's resignation letter; Dyson had been an employee at SSP Public Library for 8 years, steadily progressing to the Sr. Information Specialist position in 2014.
- *Motion:* To promote Tracy Wanek to Sr. Information Specialist; increase Lois Travis' hours from 14 to 21; and advertise for a 22-hour Asst. Information Clerk position. **M/S/P**
- Discussion regarding Wanek and benefits status. Board agreed to grandfather her in to the benefits current full-timers receive because she's been an employee since 2013.

Essential Points for Library Renovation/Rebuild – The board discussed and set these essentials:

- Large and small public meeting space
- Staff work area
- Safety and security, enhanced sightlines for staff, etc.
- Expanded private computer access
- ADA compliant
- Better bathrooms
- Kid-friendly space
- Outdoor spaces
- Staff parking and better lighting for parking
- Plug-in/electric access
- Better display and book arrangement space
- Adaptable/flexible spaces
- Artwork/art rails – art display options
- Maintain the old 1927 building.
- Accessible – on bus lines, in a central location.

Current Programming

Adult Programs

- Hot Reads for Cold Nights has 88 participants as of today. The program goes through Feb. 25.
- Dan Newton (1/30), accordionist extraordinaire, attracted 47 music lovers.
- *Upcoming:* Book discussions of *The Turtle Catcher* by Nicol Helget (3/8 and 3/9)

Children's Programs

- Snow Ball brought out 27 little dancers (1/10)
- 15 enjoyed Making Pokemon Comics (1/14); 27 came to our first Stories at Lawshe Memorial Museum (1/17)
- Opera Storytelling with Alisa Magallon of Minnesota Opera enthralled 34 (2/7)
- Dance Together with Young Dance (2/13) is occurring upstairs
- *Upcoming*: Stories at Lawshe Memorial Museum featuring a Native American theme and the book *The Legend of Minnesota* by Kathy-jo Wargin (2/21); Clay Lions with Abrakadoodle (3/9)

Other/Correspondence – Board member Rund brought in an article about St. Paul Public Library's materials selectors

Meeting Adjourned 8:15 p.m

Next meeting – March 13, 2017

Respectfully submitted,
Megan Haugen