

Library Board Meeting Minutes February 13, 2023

Members present: Finander, Hart, Rund, Styles Spooner, Thompson and Halgren (staff)

Absent: Draper (excused), Gold (excused), Romenesko (excused)

Meeting called to order at 7:03 p.m.

PUBLIC COMMENTS (limited to 10 minutes):

Andrew Kirsch was scheduled to speak regarding the posting of his flyer on the library bulletin board, but Steve Porter was present on his behalf and read Mr. Kirsch's letter about the need for a bulletin board policy, and a good bulletin board policy. He also had seven exhibits included with his letter. Vice President Finander assured Mr. Porter that the board would be discussing a policy this evening.

CONSENT AGENDA

- Minutes
- Bills

Approval of the consent agenda items moved by Rund, seconded by Thompson, roll call vote, passed unanimously

UNFINISHED BUSINESS

Repair and Maintenance

- In December, the state elevator inspector dropped by and had a list of items that needed to be taken care of for compliance with the state.
- Some of the items were fixed by City maintenance staff, but the others require a Minnesota Elevator, Inc., tech to fulfill.
- All of the items are expected to be completed by March 1.

NEW BUSINESS

Circulation Stats

- The library circulated 5,503 items in December, which is 5.83% higher than December 2021.
- Total circulation for 2022 was 78,824, which is 26.24% higher than 2021's total circulation of 62,440.
- January's circulation was 5,614 items, which is a mere .5% (28 items) lower than January 2022.

Bulletin Board Policy

- Halgren presented a draft of a written bulletin board policy that was based on other library policies (Omaha PL, Oregon City PL, Labor Law Center, DCL).
- This policy solidifies the current bulletin board practice of primarily posting social services flyers from non-profits and government agencies.
- The board felt the policy reflected the library's status as neutral ground for all patrons and supported the policy's stated use of the bulletin board.
- It will go up for a vote in March.

I Love to Read Month

- Youth Services Librarian Sarah Connolly is visiting all grades at Lincoln Center, doing book talks and introducing the library to students for the school's I Love to Read Month.
- Students are given book review slips to fill out, and on February 28, Connolly will decorate the children's area with their written review slips as the month ends with a fun-filled party of activities and the option to create buttons with the library's button maker.

Hiring of Christian Hansen

- The library received 19 applications for our open full-time Circulation Supervisor/Library Associate position.
- Four candidates were interviewed on January 25 and 26, and Mona Frank, Circulation Supervisor from Inver Glen, was on hand to answer any specific questions about this position within the Dakota County system.
- The panel unanimously chose Christian Hansen, who currently works at Burnhaven Library in Burnsville as their Assistant Circulation Supervisor, and his first day will be February 21. He was offered the position at Step 2 (\$28.91/hr) of the pay scale.

Motion to approve the hiring of Christian Hansen at Step 2 of the Circulation Supervisor/Library Associate pay scale as a non-exempt, hourly employee moved by Thompson, seconded by Rund, roll call vote, passed unanimously.

Library Repurposing Study Bills HF189 and SF155

- A bill authored by Representative Rick Hansen was introduced in the House of Representatives in December appropriating \$175,000 to the City to study repurposing options of the library once staff have vacated in 2024. The bill was referred to the Committee on Economic Development Finance and Policy.
- The companion bill authored by Senator Matt Klein was introduced to the Senate in January and referred to the Capital Investment Committee.
- On February 8, Hansen and Ryan Garcia, City Administrator, presented information to the Economic Development Finance and Policy Committee regarding the bill.
- Garcia stated that the bill was to study the use of the building, accessibility issues and code compliance, the presence of hazardous materials, engineering and architectural design and the wishes of the community through engagement efforts.
- Two representatives (Rep. Wiener [05B] and Rep. Koznick [57A]) wanted an amendment that would call for the City to match funds and to report back on the results of the study for accountability.
- The committee did not approve such an amendment, but the bill is now being transferred to the Capital Investment Committee.

Programming Highlights

Adult Programs

- Block Printing Winter Landscape Cards attracted 12 participants (1/23) and 18 attended the popular Book Bingo for adults downstairs (2/6). Winter Reads – 3rd highest of in-person registrations after Wescott and Pleasant Hill.
- *Upcoming*: Colorful Pet Portraits (2/27).

Children's Programs

- Very good attendance at preschool and baby storytimes and toddlers takeover for January and February. Multigenerational DIY Cat Houses attracted 26 participants (1/30), and 13 creative kids enjoyed Let's Clay: Arctic Animals with Parcel Arts (2/6).
- *Upcoming*: I Love to Read Party (2/28).

Other/Correspondence – Halgren read a card from a library visitor who expressed her appreciation for our services

Motion to adjourn the February Library Board meeting made by Rund, seconded by Finander, roll call vote, passed unanimously.

Meeting Adjourned at 8:22 p.m.

Next meeting – March 13, 2023

Respectfully submitted,
Kathy Halgren
Library Director

Programming Statistics

January through partial February 2023

Program name	Program Start Date	Format	Target age	Attendance: in-person programs	Attendance: live virtual programs	Views at 7 days: recorded programs	Participants: self-directed activities
Storytime for 2s-6s	01/03/23	In-person onsite program	ages 0-5	0			
Toddlers Takeover	01/06/23	In-person onsite program	ages 0-5	3			
Storytime for 2s-6s	01/10/23	In-person onsite program	ages 0-5	10			
Storytime for Babies	01/11/23	In-person onsite program	ages 0-5	2			
Adult Book Club	01/12/23	In-person onsite program	Adult (ages 19+)	9	2		
Maple Tree	01/13/23	In-person offsite program	ages 0-5	38			

Polar Collage	01/18/23	In-person onsite program	ages 6-11	5			
Toddlers Takeover	01/20/23	In-person onsite program	ages 0-5	12			
Block Printing	01/23/23	In-person onsite program	Adult (ages 19+)	12			
Storytime for 2s-6s	01/24/23	In-person onsite program	ages 0-5	15			
Storytime for Babies	01/25/23	In-person onsite program	ages 0-5	15			
DIY Cat Houses	01/30/23	In-person onsite program	all ages	26			
Storytime for 2s-6s	01/31/23	In-person onsite program	ages 0-5	18			
SSP Loves to Read Celebration Reviews	02/01/23	Self-directed activity	Ages 6-11				71
Storytime for Babies	02/01/23	In-person onsite program	ages 0-5	7			
Toddlers Takeover	02/03/23	In-person onsite program	ages 0-5	16			
Let's Clay: Arctic Animals	02/06/23	In-person onsite program	ages 6-11	13			
Book Bingo	02/06/23	In-person onsite program	Adult (ages 19+)	18			

Storytime for 2s-6s	02/07/23	In-person onsite program	ages 0-5	9			
Storytime for Babies	02/08/23	In-person onsite program	ages 0-5	11			
Lincoln Center 5th Grade Visit	02/09/23	In-person offsite program	ages 6-11	109			
Lincoln Center Kindergarten Visit	02/09/23	In-person offsite program	ages 6-11	90			
Lincoln Center 4th Grade Visit	02/09/23	In-person offsite program	ages 6-11	114			
Adult Book Club	02/09/23	Live virtual program	Adult (ages 19+)		10		
Maple Tree	02/10/23	In-person offsite program	ages 0-5	31			