

Library Board Meeting Minutes August 12, 2019

Members present: Finander, Fournier, Gold, Niederkorn, Radloff, Rund, Tetrick, Trisko and Halgren (staff)

Absent: Reinhart (excused)

Meeting called to order at 8:11 p.m. (meeting started late because of budget worksession occurring at 7 pm for Halgren)

Save our South St. Paul Library Presentation - Lois Glewwe, founder of the Facebook page Save Our South St. Paul Library, presented on the group's efforts and ideas about the future of the library and its location. In particular, the group addressed the idea of a separate library location for computers and technology with the current library primarily used for materials and study. This idea came from practices in Omaha, NE, with their library system and their "Do Space." Sherry Zittlow and Sarah Bell were also present.

Consent Agenda

- Minutes – Amendment made to indicate in the minutes that hiring for a shelver should be done by the end of September, not by September. M/S/A
- Bills – M/S/A

Unfinished Business

Repair and Maintenance

- On July 23, MEI brought our elevator into compliance based on the punch list presented in April after a surprise inspection by the state. On July 25, we lost Internet capability for approximately 6 hours. It turns out the county (not the county library system) made a change on their end which blew our switch, so the county sent out a staff member to work on the problem. Now, our Internet is much better!
- Also in July, the safety committee decided to do a mock OSHA inspection and we are charged with placing an exit sign above the front door, creating guards for our air handler and air compressor, exchanging our extension cord for our laminator, locking our main power door, and ensuring no "daisy chained" extension cords with heaters or fans plugged directly into a wall outlet.

Comments at June 24 Worksession

- Last month's meeting focused on the documents presented at the June 24th work session. Additionally, Mayor Francis asked residents that were present at the meeting to talk about their vision of the library. Comments ranged from a) statistics of elementary school students who are receiving free or reduced school lunches and the need for social services, b) wanting to see Option C1 broken into pieces of actual costs for different portions of the library, c) questioning why we have to be comparable to DCL's facilities since SSP is warmer, friendlier and convenient, d) wondering if the goal is to make the library profitable, e) valuing the ability to walk to our neighborhood library, f) fearing the closing down of the library if DCL is involved, g) not wanting to build at the old Jefferson school site, to h) wanting to see some action rather than all this talk.

Community Engagement Ideas

- Halgren mentioned the Library Action Plan with the Community Engagement piece. Plans are to staff a table at On the Road Again on Oct. 5. Library board members expressed interest in wanting to also staff tables at community engagement events. Halgren will pass on more information once the community engagement plan is fleshed out.

New Business

Circulation Stats

- Down 3% for July

August 5 City Council Meeting

- Chris Robinson presented the Save Our South St. Paul Library petition that mentioned keeping the library at its current site, signed by over 340 people (18 and over in age) on June 29 at Kaposia Days. She mentioned that many young families commented on how much they enjoyed the library and had no idea there was any discussion about changes to the facility or financial discussions. Some comments from those who stopped at their table were shared.
- Others who spoke: Nikki Laliberte questioned the vision for the library and what message we are sending to children and families if we don't have a library in South St. Paul. Nicole Scheiber mentioned how her daughter wanted to stop at the library right after her vacation up north, that it's important to the community to have a library and the historic building, and that she was happy to help in any way. Sarah Bell wanted more information about the Library Action Plan, the finality of the September 23 date, and how much discussion/decisions would be made at a public meeting.
- Radloff, Rund, and Halgren attended the council meeting.

2020 Library Budget changes

- Before the presentation to the Council this evening, our materials budget was decreased by \$2500 to absorb the cost of the new Windows 10 PC for our self-check, our office supplies budget was decreased by \$300, and our operating supplies budget was decreased by \$200. We now have reduced our total budget increase from 4.1% to 3.78%.

South St. Paul Library Staff Day (Aug. 23) and Dakota County Library Staff Day (Dec. 6) –

- South St. Paul staff are planning on a full day of informative sessions including a presentation on Narcan by Stephanie Devich of Valhalla House, a presentation on workplace violence by Vikki Sanders, Principal Safety Consultant from the MN Dept. of Labor and Industry, and a trip to the Dakota County Historical Society to see how they use their resources to answer common reference questions. And, of course, we'll each give a book review or two. The agenda for DCL's Staff Day has not been presented as of yet.
- *Motion made and seconded to close the library for both days. Passed unanimously.*

November Meeting

- Because our regularly scheduled meeting falls on Veterans Day, Halgren suggested meeting a week later on November 18.
- *Motion made and seconded to hold the November meeting on Nov. 18. Passed unanimously.*

Upcoming Programming Highlights

- Adult Programs
 - Green Jean Art with ArtStart (8/19); Drum Circle for All Abilities with Mike Arturi (9/9); Fall Watercolor Paint Exploration with Artistry (9/23); Sip & Spell (9/26)
- Children's Programs
 - Make Your Own Merit Badge (8/15), last program of Summer Discovery; Fall Garland Making and Sing Along for Homeschoolers (9/11); Team Jigsaw Puzzle Challenge (9/14); Stories at Lawshe (9/17)
- Popular Programs
 - We had good turnouts for Art from Down Under with Abrakadoodle (7/11), our Paper Airplane Party (7/19), Skyline Foam Prints with The Art Room (7/24), We're Goin' on a Bear Hunt (7/26), and the Friday Float-in Movie (8/9) in the youth services department, and people keep coming to our monthly adult Healthy Cooking classes as well as our occasional drawing programs, which featured pet portraits in July.

- Pop-up Book Sale
 - We made \$79.75 from our unadvertised, pop-up book sale, which ran from July 22 through August 2.

Other/Correspondence

- Commers received a thank-you note from Kaposia Educational Center for her and Rodriguez's visits to Summer Learning Academy with the Pop-up Project
- Halgren will be on vacation the week of August 26 with Commers on vacation the week of September 2
- Halgren mentioned the "We Just Want Our Library" article in the Aug. 11 edition of the *South-West Review* which documents the Save Our South St. Paul Library group's presentation at the Aug. 5th council meeting

Meeting adjourned at 9:17 p.m.

Next meeting – September 9, 2019 (worksession, too)

Respectfully submitted,
Megan Fournier
Secretary

Programming Statistics

July and partial August 2019

Dates	# Programs	Program Name	Program Audience	Attendance
JULY				
1-Jul	1	Mondays in the Park: Drum Circle	Adult Outreach	0
3-Jul	1	Healthy Cooking	Adult	7
8-Jul	1	Magellan's Journey with Ozobots	Children	16
8-Jul	1	Rock, Rattle, and Rhyme ST	Children	14
9-Jul	1	Pop-Up Project: Summer Learning Academy	Children Outreach	109
10-Jul	1	Summer Playhouse	Children	22
10-Jul	1	Pop-Up Project: Swimming Under the Stars	Children Outreach	12
11-Jul	1	Art from Down Under w/Abrakadoodle	Children	35
11-Jul	1	Adult Book Club	Adult	6
12-Jul	1	Where in Minnesota is Carmen Sandiego?	Children	17
12-Jul	1	Where in Minnesota is Carmen Sandiego?	Teen	2
15-Jul	1	Rock, Rattle, and Rhyme ST	Children	2
16-Jul	1	Plarn w/ArtStart	Teen	3
17-Jul	1	Summer Playhouse	Children	37
17-Jul	1	Pop-Up Project: Clark Place	Children Outreach	10
17-Jul	1	Pop-Up Project: Farmers Market	Children Outreach	7
18-Jul	1	Explore Your Family History @DCHS	Teen Outreach	0
19-Jul	1	Paper Airplane Party	Children	33
22-Jul	0	Indoor Orienteering	Teen	0
22-Jul	1	Rock, Rattle, and Rhyme ST	Children	4
22-Jul	1	Pet Portraits	Adult	13
24-Jul	1	Summer Playhouse	Children	21
24-Jul	1	Skyline Foam Prints w/The Art Room	Teen	9
25-Jul	1	Chinese Brush Painting w/Artistry	Children	17
26-Jul	1	We're Goin' on a Bear Hunt	Children	40
29-Jul	1	Rock, Rattle, and Rhyme ST	Children	4
30-Jul	1	SLA: Paper Airplane Party (Grade 1)	Children Outreach	42
30-Jul	1	SLA: Magic Tree House (Grade 2)	Children Outreach	27

30-Jul	1	SLA: Ozobots (Grade 3)	Children Outreach	18
31-Jul	1	Summer Playhouse	Children	24
31-Jul	1	Pop-Up Project: Swimming Under the Stars	Children Outreach	14
		Tech Tutoring	Adult	1
total	30			566
AUGUST				
1-Aug	1	Pop-Up Project: Summer Learning Academy	Children Outreach	103
1-Aug	1	Summer Reading Party w/Jolly Pops @ DCHS	Children Outreach	62
5-Aug	1	Rock, Rattle, and Rhyme ST	Children	10
5-Aug	1	Mondays in the Park: Storytime	Adult Outreach	5
7-Aug	1	Healthy Cooking	Adult	5
7-Aug	1	Kamishibai Workshop	Teen	2
8-Aug	1	Evening Book Discussion	Adult	9
9-Aug	1	Friday Float-In Movie	Children	29