

Library Board Meeting Minutes
September 10, 2018

Members present: Fournier, McManus, Radloff, Ross, Rund, Tetrick and Halgren (staff)

Absent: Hoehn (excused), Niederkorn (excused), Trisko (excused)

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

Consent Agenda

- Minutes – M/S/A
- Bills – M/S/A

Unfinished Business

Repair and Maintenance

- Our balcony computer was reconfigured and replaced on July 17.
- Our lobby painting started the week of July 23 and was completed August 9 with free magazines, newspapers, etc., moved inside the library to clean up the lobby.
- The tree stump outside our employee entrance was ground on August 6.
- Our flag light was replaced with an energy-efficient LED light on August 21
- Screens outside our break room windows were slashed overnight on September 4.
- One of our main checkout computers crashed on September 7, denying printing capability from our public computers. Luckily, a new replacement computer had already been ordered and configured the week before, so IT personnel from SSP and DCL worked to get it back online on September 10. And then it failed once more.

Meeting Room Policy

- Halgren presented updated policy with additions suggested at previous meeting in July. Motion was made and seconded to approve the policy with additions as suggestion, and the motion passed unanimously.

New Business

Circulation Stats

- Down 2.67% in July and down 7.21% in August

Library Videos

- On July 17, Harry Tollefson, former theatre director at the high school, used the children's area as a backdrop for filming a segment on the "controversy surrounding Shakespeare."
- On July 11, Honora Rodriguez, our Adult Services Librarian, and Ann Meehl, our bike cart donor, were interviewed by Dennis Rafferty for an Insight 7 segment featuring our new Librarian on Wheels outreach service (<https://vimeo.com/282521563>).

2019 Revised Budget

- On July 30, Halgren presented the budget to the City Council during a work session. The officers of the Library Board and Rodriguez, Adult Services Librarian, also attended.
- Halgren had been told to talk a bit about the CIP and the council's wishes for the future of the library in order to get a feel for what they were thinking. While separate council members talked about meetings

in the future, there seemed to be a general consensus among board members and library staff that at this time the council appears to be leaning towards giving up the library to the county. More talks to come!

- On August 2, Halgren was asked to revise the library's budget in order for the Finance Director to present a 2019 levy increase of 7.7% or lower to the City Council in September. Although our HVAC costs will rise with our switch from Honeywell to Schadegg, it was agreed to remove \$1570 for interior painting, to reduce our clothing cost by \$200, and to reduce our materials budget by \$1000.
- Halgren also passed out a chart from the Finance Dept. showing the impact of a 1% increase in taxes in all the cities in Dakota County. South St. Paul's levy increase per 1% = \$114,341. Only Mendota Heights gains less when increasing taxes.

Benefits of Independence vs. Collaboration

- Halgren passed out an updated chart divided into categories such as flexibility and lack of flexibility; local control and centralized control; sense of community and lack of sense of community; best of both worlds; building issues; and staffing issues.

Essential Requests for Merger

- At the last Discover Together Meeting in July, County Manager Matt Smith asked Halgren to discuss with her board essential items or concerns regarding a possible merger with the county. Currently, concerns center around building issues and staff issues/options.

Current Programming

Adult Programs

- Rodriguez has been pedaling to the Farmers' Market as well as Black Sheep when weather and time allows with positive receptions.
- Other programming:
 - PEO presentation of "The Power of One" to 12 members (7/17).
 - 14 enjoyed Folkart Mirrors of Mexico (7/23).
 - 9 came to the bead demo Beads 101 by the Upper Midwest Bead Society (8/9).
 - 10 drew at Artistry's Drawing from Nature (8/16).
- *Upcoming*: Healthy Cooking programs through December; Greenwood Tree (9/24); Inside the Criminal Mind with Daniel Craft (10/4); Meditation: An Antidote to Stress (10/6); Sip & Spell Adults Only Team Spelling Bee (10/25); Armistice Book Discussion through DCHS grant (11/15).

Children's Programs

- Snake, Rattle and Roll was a big hit with 80 eager participants (7/12).
- 11 learned about Stop Motion Animation (7/17).
- Goin' Buggy with BugBots with ArtStart attracted 10 (7/19).
- 25 played and learned at Kid Coders: Ozobot Mazes (7/25).
- 15 played Life-size Sorry! (7/26).
- 17 learned science at SciGirls: Breaking Point (7/31).
- 10 enjoyed making Mandala Stones (8/2).
- Commers participated in her first SSP Night to Unite (8/7).
- Our Summer Reading Party featuring Treasure Beyond Measure with Capt'n Curley the Pirate (8/8) entertained 87.
- 18 created with seeds at our Homeschool Seed Art (9/7).
- Commers reached 82 children at her first Pathways to Play session for the season (9/10).
- *Upcoming*: Dance Together with Young Dance (9/10); Color My World with the Story Man from England (9/18); Lincoln 1st Grade visits (9/28); Slime Saturday (9/29).

Book Sale

- We raised very little with our July book sale with construction and weather, but it was \$64 we didn't have before and more books found homes!

Other/Correspondence

- Since the November board meeting falls on Veterans Day when the library is closed, the board voted to move the November meeting to the 19th.
- Sent flowers to our shelver Lynette since she had emergency gall bladder surgery weekend of July 28.
- We just heard today that we've been selected to receive an LSTA Mini Grant up to \$7,667.00 for Promoting Summer Learning through Portable Library Project.
- There was a discussion over the *Pioneer Press* letter to the editor by Pat Conley, former library director of WCL, regarding elimination of library fines that Rund brought to the attention of the board.

Meeting adjourned at 8:34 p.m.

Next meeting – October 8, 2018

Respectfully Submitted,
Megan Fournier
Secretary