

Library Board Meeting Minutes

October 11, 2021

Members present: Finander, Fournier, Gold, Lehmann, Radloff, Romenesko, Rund, Tetrick and Halgren (staff)

Absent: (excused)

Meeting called to order at 7:11 p.m.

Consent Agenda

- Minutes - *moved to accept by Radloff, seconded by Rund. Halgren amended the circulation stats percentage for August. Rund made motion to accept the amended circulation stats and minutes, seconded by Tetrick, roll call vote, passed unanimously.*
- Bills - *moved by Radloff, seconded by Fournier, roll call vote, passed unanimously.*

Unfinished Business

Repair and Maintenance

- Staff are still working out the network details with the County to allow our new public photocopier to scan and print from a mobile device. Broken toilet seat in girls' upstairs bathroom will be replaced.

New Business

Circulation Stats

- Circulation for September was 6,341 items, which was much higher than 2020, but 17.02% lower than September circulation for 2019.

Community Engagement Highlights –

- On September 14, BKV Group was at our Outdoor Storytime to get feedback from the youngest library users and their parents as to what they want in a new library. It was a nice turnout with 24 participants at the amphitheater at Central Square, and Sarah, our Youth Services Librarian, did a wonderful job at her first real event since being hired at the end of July.
- On September 27, Susan Morgan of the BKV Group gave the same presentation to the City Council that both library boards also received in September. Comments from council members included: replicating the coziness of the current library while braiding the future and past together; nothing too outlandish; an “Our Town” feel without keeping us in the past; perhaps matching the unique design elements of the high school in order to blend in with the neighborhood; highlighting woodwork on the interior; utilizing glass for natural sunlight to stream through; the ability to accommodate all residents with a place at the table for everyone; cohesion with other buildings at the Town Square; technology for children as critical; that “old library smell” in a positive sense; providing seating on outer walls of the library rather than books/stacks; public art outside or inside (DC does not commission art); old fireplace; stockyards and Mississippi River photos/paintings; need to have something of the old library in the new one; retail space/gift shop which could be an internship or work for a high school student.

- On September 29, the core project team had a table at the Farmers' Market and engaged with many residents about the proposed new building, highlighting the new location as well as the website with all the project information, including our upcoming Open House on November 10 up at Central Square.
- The survey closed on October 7 with analysis of results to follow.
- The first Design Workshop occurred today with additional meetings scheduled for October 14 and 26. After a brief analysis of the library's various collections, the goal was to choose two or three basic schematic designs out of five so that the architects can work on fleshing out spaces and adjacencies with the patron in mind.
- The House Capital Investment Tour is scheduled to stop at the library on November 10 from 4:15 to 4:45 pm, right before our Open House.

Temporary Saturday Closure

- Due to the library's severe staffing shortage, starting October 9, the library will be open Monday through Friday, but closed temporarily on Saturdays. Once staffing is more stable, Saturdays will be added back to the schedule.
- *Motion that the Library Director has the discretion to change library hours based on staffing issues. Moved by Radloff, seconded by Finander, roll call, passed unanimously.*

Hiring of Karen Dyson

- Karen Dyson, who worked for SSP Library from 2009 until 2017, is excited to come back to her previous role of Circulation Supervisor. Her first day will be October 22. She will start at Step 5 of the pay scale, accrue three weeks of vacation per year due to her previous seniority, have one week of vacation banked at her start date, and be a non-exempt, hourly employee.
- *Motion to approve the hiring of Karen Dyson at Step 5 of the Circulation Supervisor/Library Associate pay scale as a non-exempt, hourly employee with three weeks of vacation and an additional week banked at her start date. Moved by Radloff, seconded by Gold, roll call vote, passed unanimously.*

Hiring of 14-hour Assistant Information Specialist

Our first round of candidates for the 14-hour Assistant Information Specialist position did not yield fruit, so staff will repost the position.

Dakota County Fine Waiving and 2022 DVD Fines

- On October 5, Dakota County Library (DCL) lowered the overdue fines for their adult DVDs to 30 cents and juvenile DVDs to 10 cents to align with other materials. Previously they were \$1 a day if overdue. This will take effect on January 1, 2022. In addition, DCL is planning on aging out any fines that are older than six years based on the statute that states consumer debt is not collectable after six years. In November, DCL is hoping the County Board will agree to dropping all youth overdue fines for 2022.

Motion to approve lowering DVD overdue fines to 30 cents (adult) and 10 cents (juvenile) in 2022 and to dropping fines that are older than six years old to align with DCL overdue fines and policies.

Moved by Radloff, seconded by Romenesko, roll call vote, passed unanimously

Pandemic Programming Highlights

Adult Programs

- Art of Indigo Dye by Parcel Arts (9/13) was well attended and Rodriguez said it was one of the highlights of her programming career. A Fall Bird Watching session (10/7) was followed by a walk through Simon's Ravine over the weekend (10/9).
- **Upcoming:** Cookbook Club featuring recipes from *Nadiya Bakes* (10/18); Comic Drawing for Adults (11/4); Lavender Oil Take & Make Kit and Mini Art Show scheduled for late October/November.

Children's Programs

- The scavenger hunts up in the children's area have been very popular with families, and this month's features cats. Connolly has started outreach to Maple Tree Day School, the elementary schools for PreK visits, and ECFE.
- **Upcoming:** Outdoor Storytime at the Amphitheater (10/12); Make Your Own Monster Mask at Lorraine Park (10/25); Halloween STEM Balloon Race Take and Make kits; and Ojibwe Storytime with Mi-zi-way DesJarlait (11/6).

Other/Correspondence

- Received one great application for Library Board vacancy. Will post again in the hopes of attracting another applicant since Lehmann will be moving to Eagan next month.

Motion to adjourn made by Radloff, seconded by Rund. Passed unanimously. Meeting adjourned at 8:08 p.m.

Next meeting – November 8, 2021, tentatively at City Hall

Respectfully submitted,
Megan Fournier
Recording Secretary

Programming Statistics

September and partial October 2021

Dates	# Programs	Program Name	Program Audience	Attendance
SEPTEMBER				
2-Sep	1	Take and Make for Kids: Fall Lanterns	Children	22
9-Sep	1	Adult Book Discussion	Adult	9
10-Sep	1	Maple Tree Day School	Children Outreach	42
13-Sep	1	Art of Indigo Dye	Adult	13
14-Sep	1	Outdoor Storytime	Children	24
20-Sep	1	Book Bingo in the Park - cancelled	Adult	0
22-Sep	1	ECFE Open House	Children Outreach	27
29-Sep	1	Lincoln Center PreK Visit	Children Outreach	46
30-Sep	1	Kaposia PreK Visit	Children Outreach	62
30-Sep	1	Scavenger Hunt	Children	31
total	10			276
OCTOBER				
1-Oct	1	Take and Make for Kids: Balloon Racing	Children	30
4-Oct	1	Meditation for Current Times	Adult Virtual	0
7-Oct	1	Fall Bird Watching	Adult Virtual	10
8-Oct	1	ECFE Baby Shower	Children Outreach	17
9-Oct	1	Fall Bird Walk	Adult	8