

## **Library Board Meeting Minutes June 13, 2022**

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

Absent: Gold (excused); Hart (excused)

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

### **CONSENT AGENDA**

- Minutes
- Bills

*Approval of the consent agenda items moved by Finander, seconded by Rund, passed unanimously.*

### **UNFINISHED BUSINESS**

#### **Repair and Maintenance**

- On May 16, the library and City Hall had their windows washed by Russel Williams, and the week of June 5 a small pane in the Little Room was replaced by maintenance staff. Once again, the door closer on the men's bathroom was fixed on May 24. On June 2, Sarah Connolly's computer crashed in the middle of a Zoom meeting, but her computer's been rebuilt and is functioning well now.

### **NEW BUSINESS**

#### **Circulation Stats**

- The library circulated 6,512 items in April, which was a 32.3% increase over April 2021, but a 19.23% decrease from April 2019. In May, the library circulated 6,693 items, which was a 40.3% increase over May 2021, but a 16.19% decrease from May 2019's pre-pandemic numbers.

#### **Elections**

- Elections were tabled at the May meeting, and since then our beloved Vice President Leslie Greaves Radloff passed away on May 25. Nominations were Steve Romenesko for President and Kevin Finander as Vice President with Halgren continuing to take minutes for 2023.

*Motion to approve Steve Romenesko for President and Kevin Finander for Vice President with Director Halgren to continue providing minutes for the meetings.*

*So moved by Rund, seconded by Styles Spooner, roll call vote, passed unanimously.*

#### **Joint Powers Agreement (JPA) and New Library Updates**

- On June 7, Jay Biedny, Capital Projects Manager, and Steve Mielke, former Facilities Manager, briefly presented the main facts, including the timeline, regarding a Joint Powers Agreement between the County and the City and the new library project to the County Board at the General Government & Policy Committee meeting.
- The cost for the base project has increased from \$8.3 million to \$9.8 million with the Net Zero option increasing from \$9.4 million to \$10.5 million. If Net Zero is pursued, it will take 70 years to pay back the cost. Currently, \$9.4 million is in the County's budget with half of this expense expected to come from

State funding. There is the possibility of ARPA funds making up the funding difference, especially in light of higher construction costs.

- Operating costs for the new library are estimated at approximately \$900,000 a year.
- Commissioner Atkins asked to hold off on awarding a contract until after the last week of August when there may be a special legislative session. Another commissioner asked about pursuing Net Zero features, and Biedny assured the Board that the building will be very energy efficient with triple-paned windows, very thick walls, and 50 kW planned with the ability to add photovoltaic panels in the future.
- Halgren has sent over employee payroll information to the County so that staff will be compensated at or above their 2023 pay rate.
- Finander mentioned that he is in support of the project and the project team has done excellent work.

*Motion to approve the Joint Powers Agreement draft outlining both City and County responsibilities subject to revisions approved by the City Attorney and with the understanding that staff will become Dakota County employees on January 1, 2024, at or above their 2023 SSP pay rate.*

*So moved by Romenesko, seconded by Finander, roll call vote, passed unanimously.*

- Other project team discussions about the new library have focused on the children's area in terms of special interactive features and a possible movable Kit of Parts proposed by BKV Group. A meeting of just DCL and SSPPL personnel will occur on June 15 to hammer out exactly what is desired and needed.
- The building now contains three conference rooms and five study rooms.
- Meetings about uniform signage and the Heritage/Quiet Room (maple wood paneling, art rail, NetZero water vapor fireplace) have occurred with upcoming FFE meetings planned throughout the summer.
- Halgren will be looking into pricing and specs for a water vapor fireplace and then drafting an RFP for the fireplace and artwork, utilizing the Beyer Trust endowment fund for expenses.

*Motion to approve the use of the Beyer endowment fund for acquiring a water vapor fireplace and commissioned artwork for the Heritage/Quiet Room in the new library.*

*So moved by Rund, seconded by Romenesko, roll call vote, passed unanimously.*

## **2023 Budget**

- Since Director Halgren needs to submit a budget at the end of June, the board discussed performance/severance pay for all employees who either retire in 2023 or remain with the library through December 2023 since they will become Dakota County employees January 1, 2024.
- Halgren also mentioned that the materials budget would be reduced since the County will take over purchasing in June of 2023. SSP selectors can pre-order items, but they cannot submit new orders after June 1, 2023.
- Finally, the utilities line item will also be raised based on this year's expenditures of nearly 60% of the budgeted amount through the end of May.

*Motion to approve the performance/severance pay awards as discussed and delineated for library staff who either retire in 2023 or transition to Dakota County employees on January 1, 2024.*

*So moved by Rund, seconded by Styles Spooner, roll call vote, passed unanimously.*

## **June Block Party/T-shirts**

- The board was given 100<sup>th</sup> Anniversary T-shirts to wear at events, and a block party map was presented. The free event on June 23 lasts from 5 to 8 pm, and 3<sup>rd</sup> Avenue North will be closed off during this time.

- Activities include Book Bingo, the dancing entertainment of Los Alegres Bailadores, a DJ, community art with members of the SSP Arts Council and Frazier Wellness Services, the announcement of SSP's favorite book with 100 copies to give away, and dousing a librarian!
- Food trucks onsite will feature Mexican food and ice cream, and local organizations will be available to talk about their services.

### **Summer Discovery**

- Halgren shared the reader logs and teen booklet for this year's Summer Discovery learning/reading program as well as the activity brochure for the summer. The theme is community and connections, and events include storytimes, many 100<sup>th</sup> Anniversary crafts, Parks and Rec's Summer Playhouse, Bridge-in-a-Bag by the MN Dept. of Transportation, an interactive storytime with MN Book Award-winning author Laura Purdie Salas, an introduction to percussion instruments with Caitlin Lucic from MacPhail Center for Music, an opportunity to pet snakes with Snake Discovery, and so much more.
- The program runs from June 13-July 15, but events are planned through August.
- Each participant will get a free book.

### **Pandemic Programming Highlights**

#### **Adult Programs**

- Needle Felted Toadstools attracted 12 crafters (5/23), while the final tally for our 100<sup>th</sup> Bookmark Take & Make kit stands at 110. *Upcoming:* Basic Macrame Knotting Techniques (6/20); Block Party with Los Alegres Bailadores (6/23); Intermediate Macrame Knotting Techniques (6/27).

#### **Children's Programs**

- Onsite storytimes have started again with an initial audience of 11 (6/7) and 30 Alka Rocket Take & Make kits were snapped up in May. *Upcoming:* All the events of Summer Discovery with storytimes and "toddlers takeover," many craft and STEM programs, teen programs, nature programs, and special live events with authors, animals, etc., plus Kaposia Days Children's Parade (6/25).

#### **Book Sale**

- The next \$1-a-bag book sale will be held July 11-15.

### **Other/Correspondence**

- No further news about funeral arrangements for board member Leslie Greaves Radloff
- Look for an email regarding the parade for those who are participating
- Joel Hanson, city administrator, retirement party on June 22 at 4 pm at Concord Lanes
- Letter from the Hanson family about Pride display in children's area. Halgren will respond and also include Styles Spooner's suggestion about the digital resources available to patrons offsite.

*Motion to adjourn the June Library Board meeting by Rund, seconded by Finander, passed unanimously.*

Meeting Adjourned at 8:30 p.m.

Next meeting – July 11, 2022

Respectfully submitted,  
Kathy Halgren  
Library Director

# Programming Statistics

May and partial June 2022

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
100th Bookmark Take & Makes	05/01/22	Self-directed activity	all ages				110
Book Club	05/12/22	In-person onsite program	adult(ages 19+)	5			
Maple Tree	05/13/22	In-person offsite program	ages 0-5	37			
South St. Paul's Favorite Children's Book: Round 4	05/19/22	Self-directed activity	all ages				107
Needle Felted Toadstools	05/23/22	In-person onsite program	adult(ages 19+)	12			
Take and Make Kits for Youth: Alka Rockets	05/27/22	Self-directed activity	ages 6-11				30
Tech Tutoring	06/01/22	In-person onsite program	adult(ages 19+)	1			
Storytime for 2's-6's	06/07/22	In-person onsite program	ages 0-5	11			
Book Club	06/09/22	In-person onsite program	adult(ages 19+)	6			