

Library Board Meeting Minutes

March 8, 2021

Members present: Finander, Lehmann, Peterson, Radloff, Romenesko, Rund and Halgren (staff)

Absent: Fournier (excused), Gold (excused), Tetrick (excused)

Meeting called to order at 7:05 p.m.

Introduction and Welcome of New Board Member

- Steve Romenesko attended his first board meeting with introductions and a warm welcome by all.

Consent Agenda

- Minutes (moved by Rund, seconded by Romenesko, roll call vote, passed unanimously)
- Bills (moved by Rund, seconded by Lehmann, roll call vote, passed unanimously)

Unfinished Business

Virtual Library Cards for SSP Students

- Tetrick and Becca Spreigl have confirmed the SSP Schools team that is interested in working on virtual cards for students.
- This team consists of Dave Webb, Superintendent; Chad Schmidt, Director of Learning; Paul Brashear, Director of Technology; Tetrick, Director of Special Services; Danette Childs, Communications Coordinator; Leah Bourq, Middle School Principal; and Becca Spreigl, District Media Specialist.
- Soon we will be contacted by DCL to determine when we can meet with their staff to begin the process, with our next meeting tentatively slated for the end of March or early April.

100th Anniversary

- Last month we broached the subject of our 100th Anniversary. Halgren shared a list of ideas suggested by staff with the board.
- Discussion of ideas included a 100-year banner for marching in the Kaposia Days Parade; a Town Square TV segment; a call out to the community for library photos; adding Caldecott to the list of award-winning books; encouraging patrons to provide audio clips of what the library means to them/favorite library experiences perhaps in association with DCHS staff; and a 100th Birthday Party in December with cake and ice cream.

New Business

Circulation Stats

- Since we are still in curbside pickup mode, our circ was down 63.8% from January 2020 and we've received only a preliminary number for February 2020. We filled 4,177 holds in February and provided 427 curbside pickups.

Library Service Status

- COVID-19 cases appear to be going down in general in Minnesota, but in South St. Paul, Lincoln Center returned to distance learning on March 1 due to a COVID outbreak. They

anticipate students to return to class on March 16. If COVID cases do not rise, potential Express Services date set for March 22 or 29.

Concept Options from DC Programming Study

- On Feb. 23, the DC programming study committee met with the architects and subcontractors to discuss potential reduction of overall square footage of a renovation/new construction project in order to align with the designated \$6 million budget.
- The optimal/desired size is 16,146 square feet. Halgren and Margaret Stone, DCL Director, worked together to whittle the square footage down to 15,038 and 13,494.
- Then, concept options were presented to the committee for Site Option 1 (Marie & 7th) and Site Option 2 (existing library site) with Option 1B favored for Site Option 1 and Option 2A for Site Option 2.
- It's understood that the existing library site has inherent costs built into the project because of age, demolition of addition, tight site for contractors to work on, etc.
- The next step is to begin cost estimates for Option 1B, Option 2A and Option 1C (on school property).
- Still waiting for traffic study from WSB.

DCL Hotspots

- DCL received CARES funding to purchase hotspots to improve Internet accessibility during the pandemic. They have now offered to house some of their hotspot kits at SSP and will continue to pay the costs of the program.
- We're expecting to have around 25-30 kits designated to our library. In the past, patrons could place holds on a hotspot and have it delivered to our library, but we didn't have any onsite. Halgren will not pursue funding from the Lions at this point.

Conversion to Libby/Overdrive

- SSP residents acquire electronic access to materials through DCL, and DCL recently started rolling over digital titles from cloudLibrary and rbDigital to Libby, by Overdrive.
- This was instigated by the acquisition of rbDigital by Overdrive in June 2020.
- Then, Metropolitan Library Services Agency (MELSA) began to study which digital platform they would support with purchased titles, or a regional collection. They wanted a "one-stop shop" for digital audiobooks, eBooks and magazines; potential cost-savings with one vendor; and a customer-friendly experience.
- Libby was chosen as the platform, and conversion for DCL's collections over to Libby, by Overdrive, began on Feb. 23 and continued through March 5.

Pandemic Programming Highlights

- Adult Programs – Continued popularity with spice samplers and our latest Take and Make Book Page Necklaces. *Upcoming:* Virtual Adult Book Club Discussion of *Minnesota, 1918: When Flu, Fire and War Ravaged the State* by Curt Brown (3/11) and *State of Wonder* by Ann Patchett (4/8); Take and Make Cork Planter (pick up the week of 3/15); Spring Bird Watching with Amy Simso Dean (3/22).
- Children's Programs – Commers continues to provide virtual story times and to visit PreK classroom meetings virtually. Her current featured Take and Make kit for kids is Fluffy Snowman Slime. *Upcoming:* Take and Make for Kids Newspaper Bunny (pick up week of March 29).
- Book Sale – Tentatively planning an outdoor Book Sale from April 5-9 (National Library Week) with librarian-curated book bundles and carts of books for patrons to browse.

Other/Correspondence

- Thank-you note from Mary Rahrman
- Halgren mentioned the virtual discussion March 9 regarding renovation or rebuild of the Hamline-Midway library within the SPPL system.
- Greaves Radloff mentioned that author Sheila O'Connor will be joining the Lawshe Book Club's next virtual discussion of her book *Evidence of V* on March 18.

Motion to adjourn made by Rund, seconded by Peterson. Passed unanimously. Adjourned at 8:48 p.m.

Next meeting – April 12, 2021

Respectfully submitted,
Kathy Halgren
Library Director

Programming Statistics

February and partial March 2021

Dates	# Programs	Program Name	Program Audience	Attendance
FEBRUARY				
1-Feb	1	Take and Make 4-H: Clothespin Racecar	Children	184
1-Feb	1	Take and Make for Kids: DIY Conversation Hearts Banner	Children	24
1-Feb	1	Cookbook Club	Adult Virtual	8
1-Feb	1	4 in 4 - February 2021	Adult Virtual	(year-end tally)
2-Feb	1	Virtual Storytime	Children Virtual	4
5-Feb	1	Spice Samplers: Berbere	Adult	26
9-Feb	1	Virtual Storytime	Children Virtual	4
11-Feb	1	Evening Book Discussion	Adult Virtual	8
12-Feb	1	Spice Samplers: Adobo	Adult	27
16-Feb	1	Take and Make for Kids: Snowy Day Tissue Paper Art	Children	24
16-Feb	1	Virtual Storytime	Children Virtual	0
17-Feb	1	Kori McKibben's PreK Morning Meeting	Children Virtual	15
17-Feb	1	Mandy Hackerson's PreK Afternoon Meeting	Children Virtual	13
23-Feb	1	Virtual Storytime	Children Virtual	3
26-Feb	1	Take & Make: Book Page Necklaces	Adult	25
		Tech Tutoring	Adult	0
TOTAL	15			365
MARCH				
1-Mar	1	Spice Samplers: Harissa	Adult	29

1-Mar	1	Take and Make for Kids: Fluffy Snowman Slime	Children	16
2-Mar	1	Virtual Storytime	Children Virtual	3
3-Mar	1	Kori McKibben's PreK Morning Meeting	Children Virtual	12