

## **Library Board Meeting Minutes**

### **March 13, 2023**

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

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

Meeting called to order at 7:09 p.m.

**INTRODUCTION OF NEW BOARD MEMBERS:** The board welcomed Thomas Brown, a prospect manager for Gillette Children's Hospital Foundation and a remote visiting lecturer at University of Wisconsin-Green Bay. He's been teaching Introduction to American Government. He's lived in South St. Paul for about a year.

### **CONSENT AGENDA**

- Minutes
- Bills

*Approval of the consent agenda items moved by Rund, seconded by Thompson, roll call vote, passed unanimously.*

### **UNFINISHED BUSINESS**

#### **Repair and Maintenance**

- There are still two minor items that need to be completed for elevator compliance with the state, but they are expected to be taken care of by April.

### **NEW BUSINESS**

#### **Circulation Stats**

- The library circulated 6,147 items in February, which is 17% higher than February 2022!

#### **Latest New Library Discussions**

- Construction bids for 7<sup>th</sup> Ave. N. are due March 15 with a contract being awarded March 20.
- On March 8, Halgren and Rodriguez attended the first meeting where employee benefits and positions were discussed with Dakota County Employee Relations personnel.
- Other topics included hours open, which will mirror Inver Glen library's hours, and DCL will be instituting self-service hours concurrent to opening day.
- A meeting has been set up on March 29 for DC ER staff and library staff to discuss any concerns regarding employment with the county.
- Meanwhile, Halgren has been working with the project team in envisioning the fireplace in the Quiet Zone/Heritage Room, and staff will begin working on commissioning a special piece of art to hang above the mantel.
- DCL staff will be conducting an inventory of all materials from April 3-14 before we open.

## **Bulletin Board Policy**

- The board was presented with the final version of the policy for a vote.

*Motion to approve the Bulletin Board Policy which will go into effect immediately made by Finander, seconded by Rund, roll call vote, passed unanimously.*

## **100<sup>th</sup> Anniversary Celebration Expenses**

- A list of expenses incurred during 2022 in celebration of the library's 100 years in the community was presented to the board. The list included funds from the regular operating budget (\$2,963.71) as well as funds from donation accounts, including the Beyer Trust (\$4,627.82). Total expenditures equaled \$7,591.53.

## **100<sup>th</sup> Anniversary Totes**

- In 2022, staff created a 100<sup>th</sup> Anniversary Tote for prizes, and with the great interest in library mugs, staff feel that people might want to purchase a tote as a keepsake of our library. Each tote costs \$5. The board thought selling them was a good idea and discussed various options for a purchase price, settling on \$10.

*Motion to approve purchasing additional totes if necessary and selling 100<sup>th</sup> Anniversary Totes for \$10 a piece made by Finander, seconded by Thompson, roll call vote, passed unanimously.*

## **RIPL Travel Grant**

- In November, Emily Whitman applied to State Library Services (SLS) for an LSTA (Library Services and Technology Act) Travel Grant to attend the 2023 Research Institute for Public Libraries (RIPL) event, which is being held July 23-26 in Madison, WI.
- This grant opportunity "aims to increase libraries' capacity to measure and report statistical, financial, and outcome data that demonstrates the value of libraries."
- SLS expected to fund two people from each regional public library system, one person from a tribal library, and one person from an independent library.
- Emily, the library's spreadsheet guru, was awarded a grant and is thrilled to attend this "bootcamp-style event," and she will use her new skills to evaluate the needs and services we will be providing to teens in our new location up by the high school in 2024.

## **Programming Highlights**

### **Adult Programs**

- Winter Reads closed on February 28 with a full report coming in April.
- *Upcoming*: Fluid Painting with alcohol inks by Parcel Arts (3/20); Poetry: Your Voice is a Kaleidoscope by COMPAS (4/3).

### **Children's Programs**

- SSP Loves to Read Celebration (2/28) attracted 24 participants for food, fun and activities, capping off Sarah's visits and book talks at Lincoln Center in February. A special well-attended storytime (2/28) with members of the Ballet Co. Laboratory featured the book *Where the Wild Things Are* in celebration of their new production "The Wild Rumpus" to be held at Park Square Theater March 11-12. Cooking with Kids started up again with 10 attendees (3/6).
- *Upcoming*: Acrylic Painting Inspired by Famous Women Artists by Z Akhmetova (3/29); Seed Art by COMPAS (4/10).

**Other/Correspondence** – nothing to report

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

Meeting Adjourned 8:00 p.m.

Next meeting – April 10, 2023

Respectfully submitted,  
Kathy Halgren  
Library Director

## **Programming Statistics**

February through partial March 2023

<b>Program name</b>	<b>Program Start Date</b>	<b>Format</b>	<b>Target age</b>	<b>Attendance: in-person programs</b>	<b>Attendance: live virtual programs</b>	<b>Views at 7 days: recorded programs</b>	<b>Participants: self-directed activities</b>
Storytime for Babies	02/01/23	In-person onsite program	ages 0-5	7			
SSP Loves to Read Celebration	02/01/23	Self-directed activity	ages 6-11				71
Toddlers Takeover	02/03/23	In-person onsite program	ages 0-5	16			
Let's Clay: Arctic Animals	02/06/23	In-person onsite program	ages 6-11	13			
Book Bingo	02/06/23	In-person onsite program	Adult (ages 19+)	18			
Storytime for 2s-6s	02/07/23	In-person onsite program	ages 0-5	9			

<b>Storytime for Babies</b>	<b>02/08/23</b>	<b>In-person onsite program</b>	<b>ages 0-5</b>	<b>11</b>			
<b>Lincoln Center 5th Grade Visit</b>	<b>02/09/23</b>	<b>In-person offsite program</b>	<b>ages 6-11</b>	<b>109</b>			
<b>Lincoln Center Kindergarten Visit</b>	<b>02/09/23</b>	<b>In-person offsite program</b>	<b>ages 6-11</b>	<b>90</b>			
<b>Lincoln Center 4th Grade Visit</b>	<b>02/09/23</b>	<b>In-person offsite program</b>	<b>ages 6-11</b>	<b>114</b>			
<b>Adult Book Club</b>	<b>02/09/23</b>	<b>Live virtual program</b>	<b>Adult (ages 19+)</b>		<b>10</b>		
<b>Maple Tree</b>	<b>02/10/23</b>	<b>In-person offsite program</b>	<b>ages 0-5</b>	<b>31</b>			
<b>Storytime for 2s-6s</b>	<b>02/14/23</b>	<b>In-person onsite program</b>	<b>ages 0-5</b>	<b>12</b>			
<b>Storytime for Babies</b>	<b>02/15/23</b>	<b>In-person onsite program</b>	<b>ages 0-5</b>	<b>7</b>			
<b>Lincoln Center 2nd Grade Visit</b>	<b>02/16/23</b>	<b>In-person offsite program</b>	<b>ages 6-11</b>	<b>110</b>			
<b>Lincoln Center 3rd Grade Visit</b>	<b>02/16/23</b>	<b>In-person offsite program</b>	<b>ages 6-11</b>	<b>106</b>			
<b>Lincoln Center 1st Grade Visit</b>	<b>02/16/23</b>	<b>In-person offsite program</b>	<b>ages 6-11</b>	<b>102</b>			
<b>Toddlers Takeover</b>	<b>02/17/23</b>	<b>In-person onsite program</b>	<b>ages 0-5</b>	<b>14</b>			

<b>Storytime for 2s-6s</b>	<b>02/21/23</b>	<b>In-person onsite program</b>	<b>ages 0-5</b>	<b>16</b>			
<b>Colorful Pet Portraits</b>	<b>02/27/23</b>	<b>In-person onsite program</b>	<b>Adult (ages 19+)</b>	<b>6</b>			
<b>Storytime for 2s-6s - Wild Things BalletCo</b>	<b>02/28/23</b>	<b>In-person onsite program</b>	<b>ages 0-5</b>	<b>29</b>			
<b>SSP Loves to Read Celebration</b>	<b>02/28/23</b>	<b>In-person onsite program</b>	<b>ages 6-11</b>	<b>24</b>			
<b>Storytime for Babies</b>	<b>03/01/23</b>	<b>In-person onsite program</b>	<b>ages 0-5</b>	<b>11</b>			
<b>Toddlers Takeover</b>	<b>03/03/23</b>	<b>In-person onsite program</b>	<b>ages 0-5</b>	<b>16</b>			
<b>Cooking with Kids</b>	<b>03/06/23</b>	<b>In-person onsite program</b>	<b>all ages</b>	<b>10</b>			
<b>Storytime for 2s-6s</b>	<b>03/07/23</b>	<b>In-person onsite program</b>	<b>ages 0-5</b>	<b>21</b>			
<b>Adult Book Club</b>	<b>03/09/23</b>	<b>In-person onsite program</b>	<b>Adult (ages 19+)</b>	<b>4</b>			
<b>***Book Club Virt Att. - delete from virtual program count</b>	<b>03/09/23</b>	<b>Live virtual program</b>	<b>Adult (ages 19+)</b>		<b>5</b>		