

Library Board Meeting Minutes August 16, 2021

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

Absent: Fournier (excused), Peterson (excused), Romenesko (excused)

Meeting called to order 7:04 p.m.

CONSENT AGENDA

- Minutes - *moved by Rund, seconded by Tetrick, roll call vote, passed unanimously*
- Bills - *moved by Rund, seconded by Lehmann, roll call vote, passed unanimously*

UNFINISHED BUSINESS

Repair and Maintenance

- The library's new Ricoh copier for the public is making wonderful copies for the public, and the coin box is now operating correctly, accepting bills and charging appropriately for color and black and white copies. Technicians and staff are still working together to sort out the best way to handle printing from mobile devices and scanning.
- Halgren installed a new Brother photocopier on August 11 since her faithful Canon from 2011 finally stopped working.
- Carpets and chairs were professionally cleaned on August 14.

Preliminary 2022 Budget

- The City's preliminary levy for 2022 is 11.4%. Larger ticket items will be discussed at length with the City Council. With the library eventually merging with Dakota County, we do not have large-ticket items in our budget, but we may be asked to shave some of our line items as the process continues towards the December deadline for the final budget. A large percentage of the increase is due to anticipated higher insurance costs since insurance companies kept costs flat from 2020 to 2021.
- The library increased its levy by \$251.

NEW BUSINESS

Circulation Stats

- Circulation keeps heading in the right direction with 6,868 items checked out in July. Curbside is starting to go back up slightly with 11 curbside deliveries for July.

Resignation of Cheryl Peterson

- Halgren read Peterson's resignation email. The board expressed their gratitude for Peterson's service. Discussion concerned advertisement for a new board member or contacting City Hall first to see if there were applicants from last January. Halgren was advised to contact City Hall first before pursuing other options.

Designer Selection for New Library/Negotiations

- The County's RFP for a design architect garnered proposals by 14 firms, which the project team of DC Capital Project Managers Michael Wiese and Jay Biedny, DC Building Services Manager Randal Hansen, DCL Director Margaret Stone, and Halgren whittled down to four for interviews on July 21.
- The four groups selected were Boarman Kroos Vogel Group Inc. (BKV Group); HGA; Hagen, Christensen & McIlwain (HCM/Gensler); and VJAA. Following the firms' presentations, the group

discussed at length the merits of each firm, including any innovative ideas uncovered during their interviews and their commitment to public engagement as part of the design process, and the BKV Group emerged as the clear winner with HCM/Gensler second.

- Local projects completed by BKV include the Schmidt Artist Lofts in St. Paul, Inver Grove Heights City Hall and Police Station, Plymouth City Hall & Public Safety Facility, Fridley Civic Campus, and Rondo Community Outreach Library in St. Paul.
- On August 10 at the General Government and Policy meeting, the County Board listened to Biedny's report regarding the process in choosing BKV Group as design architect for a new County library in South St. Paul. With very little discussion, they unanimously voted to approve the team's selection, wanting to move the project forward.
- However, Steve Mielke, Dakota County's Physical Development Division Director, briefly presented a rundown of the additional discussions and activities that would need to occur before an actual merger, and that generated a few more comments, primarily regarding the County's approach to financing the project. Commissioner Holberg was concerned about the wording of this paragraph: *A mutual effort will be put forth to obtain State bond funds with a 50% match provided by the County. If bonding is unsuccessful the City and County will revisit a City contribution or assistance to the project.* She believes that the County Board has not agreed to this and thinks that the City should be paying into the project rather than the County picking up the tab. Commissioner Gaylord, County Manager Matt Smith and City Administrator Joel Hanson spoke about ongoing talks and the fact that this is not like other projects (transportation, et al.) where projects are shared equally by both partners. In addition, the library also has assets like a collection that it will be contributing to the County.
- The next anticipated presentation before the County Board will be in January.

Upcoming Meetings with BKV Group

- The BKV Group is wasting no time in getting community engagement opportunities lined up, and part of this includes the Library Board.
- They would like to attend at least the Sept. and Oct. meetings to discuss their process with the board and to understand the board's thoughts on a new library. Board members are looking forward to these interactions!

ALA Conference Attendance by Honora Rodriguez

- Halgren read Rodriguez's synopsis of the sessions she was able to attend virtually during this year's conference June 23-29.
- Rodriguez found the author presentations especially helpful for collection development purposes and noticed recurring themes of diversity and inclusion, accessibility, and the dismantling of stigmas around mental health.

Pandemic Programming Highlights

Adult Programs

- Enthusiastic painters enjoyed a night outside with our Painting on Glass class at Lorraine Park (7/19) which we cohosted with Deb Griffith, Community Affairs Liaison, and book club members are still participating in discussions outdoors with a return to virtual sessions anticipated for the fall.
- *Upcoming:* Art of Indigo Dye by Parcel Arts at Lorraine Park South Shelter (9/13); Book Bingo in the Park at Lorraine Park South Shelter (9/20); Lavender Oil Take & Make Kit scheduled for October.

Children's Programs

- Emily Whitman and Honora Rodriguez have been phenomenal in continuing youth programming during our librarian transition. Events held include the Book Character Scavenger Hunt at Lorraine Park with 20 participants (7/15); ECFE Community Baby Shower (7/15); and Take and Make Kits: Pool Noodle Boats and S'mores Ovens (8/2).
- Sarah Connolly, our new Youth Services Librarian, has initiated a new monthly indoor scavenger hunt this August with excited children looking through the children's area for pictures of butterflies.

- *Upcoming:* Story Stroll of *Leaf Man* by Lois Ehlert at Grandview Park (8/17– rained out previous week); Outdoor Storytime at the Amphitheater (9/14). We also are passing out 400 4H Take and Make Paper Plate Maze kits that we've received from Dakota County Library.

Other/Correspondence – Halgren mentioned the IMLS Grant Facebook post on the Save our SSP Library page.

Motion to adjourn made by Rund and seconded by Lehmann. Roll call vote, passed unanimously.

Meeting Adjourned 8:02 p.m.

Next meeting – September 13, 2021

Respectfully submitted,
Kathy Halgren
Library Director

Programming Statistics

July and partial August 2021

Dates	# Programs	Program Name	Program Audience	Attendance
JULY				
6-Jul	1	Take and Make for Kids: Ping Pong Ball Monsters	Children	24
6-Jul	1	Take and Make for Kids: Watercolor Yarn Art	Children	20
9-Jul	1	Adult Book Discussion	Adult	8
12-Jul	1	Tech Tutoring	Adult	1
13-Jul	1	Book Character Scavenger Hunt	Children	20
15-Jul	1	ECFE Community Baby Shower	Children Outreach	10
19-Jul	1	Painting on Glass	Adult	11
22-Jul	1	Tech Tutoring	Adult	1
total	8			95
AUGUST				
2-Aug	1	Take and Make for Kids: Pool Noodle Boats	Children	20
2-Aug	1	Take and Make for Kids: S'mores Ovens	Children	20
13-Aug	1	Adult Book Discussion	Adult	7