

Library Board Meeting Minutes July 10, 2023

Members present: Finander, Romanesko, Rund, Styles Spooner, Thompson, Halgren (staff), Rodriguez (staff)

Absent: Tetrick (excused), Gold, Hart

Meeting called to order at 7:07 p.m.

A local student from Lincoln Center named Gio joined the meeting to learn about the changes occurring in the library after reading the July article in the *SSP Voice*. He expects to be back for the September meeting.

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

- Trees were removed from around the library on June 23 with stumps removed July 10.
- Slight leaking occurred in the director's office with the heavy rains, and maintenance crew believe it was caused by plugged gutters.
- Deb Griffith is head of local volunteers who are cleaning up City gardens with the library garden by Marie Ave. weeded June 26. Halgren will send thank-you note.

Leslie Greaves Radloff Memorial Area at DCHS

- Books, fidgets and an Eric Carle world rug with native animals have been purchased for Leslie's Book Nook over at DCHS with funding from Nancy Rehtzigel memorials.
- Items were brought to the meeting for the board to view.

NEW BUSINESS

Circulation Stats

- In June, the library circulated 6,936 items, which was 5.7% less than in June 2022.

Latest New Library Discussions

- Commissioner Joe Atkins announced the name of the new library as Kaposia Library at the Kaposia Days Kick-off Dinner on June 22, and the name was well received by attendees at the dinner. Social media has been having a field day with it.
- Halgren passed out bookmarks that County Communications created for the announcement.
- City Engineer Nick Guilliams presented to the City Council on June 26 the plan regarding the construction of 7th Ave. N/2nd Street N as a one-way street emptying on 8th Ave. N, and the Council supported the altered traffic flow in the area. Water main, sanitary sewer and storm sewer work is currently underway in the area.

- Last Thursday, there was an accidental gas leak when the contractor hit a 4” gas main that wasn’t properly designated as such, but all was repaired quickly.
- The change order invoice for the fireplace in the Heritage Room/Quiet Zone has come through in the amount of \$21,772. This includes the actual carpentry, trim, tilework, firebox installation, etc.
- Monies for the fireplace will come from the William Beyer Trust Fund.

Motion to approve payment to Dakota County from the William Beyer Trust Fund in the amount of \$21,772 for the construction of a fireplace in the Heritage Room/Quiet Zone made by Rund, seconded by Thompson, roll call vote, passed unanimously.

Legislative Fall Tour

- At Local Issues on June 27, Representative Rick Hansen mentioned that there will be a bonding bill in 2024 and to plan for legislative visits in September. He urged the City to submit projects for funding since he believes South St. Paul will have a good chance of receiving funding.

Halgren Resignation Letter/Retirement

- Director Halgren submitted her resignation/retirement letter to the board. She also submitted it to the City, with July 21 being her last official day at the library after nearly 24 years of service.
- Her party, graciously planned by library staff, will be July 20 from 2 to 3:30 pm.

Future Job Posting for Youth Services Librarian

- With Halgren’s departure, Honora Rodriguez will become the new director of South St. Paul Public Library on July 22, 2023. Her current position as Adult Services Librarian will be open at that time.
- Sarah Connolly, our current Youth Services Librarian, has expressed interest in laterally moving into that position. This would leave our Youth Services position open. The timing is good with Summer Discovery over July 14.
- Rodriguez hopes to fill this position by the end of September, and she will be discussing pay scales and the interview committee with DCL Director Margaret Stone before proceeding.

Motion to approve a job posting for a Youth Services Librarian this summer made by Thompson, seconded by Rund, roll call, passed unanimously.

Programming Highlights

Adult Programs

- *Upcoming:* July Book Discussion of *A Woman is No Man* by Etaf Rum (7/13); Needle Felted Strawberries (7/27); August Book Discussion of *The Minnesota Stories of Sinclair Lewis* (8/3); Altered Book Art (8/21).

Children’s Programs

- 19 attendees enjoyed making paper circuits in Sarah’s STEM Lab (6/12); 24 attended Storytime for Babies (6/14); Wooden Worlds (6/15) drew 22 participants; 26 came to Sarah’s Cardboard Arcade Challenge STEM Lab (6/26); DIY Pet Treat Puzzles attracted 18 people (6/30); The Jolly Pops drew in 42 people with all their energy and music (7/7).
- Attendance at Summer Playhouse and Cooking with Kids has been steady throughout the summer.
- Sarah also visited summer school classes, grades 1-5 (6/22).
- *Upcoming:* Give Old Clothes New Life: Repurposing Old and Thrifted Fashion (7/13); STEM Lab Ozobots (7/24).

Other/Correspondence

- Thank you to Finander and Thompson for their participation in the Kaposia Days Grande Parade
- Unless Rodriguez feels it's necessary to convene next month, the board chose to skip meeting in August, reconvening in September. If a simple vote is needed before September's meeting, Rodriguez will send an email to all board members for their vote.

Motion to adjourn with the board's next meeting in September made by Finander, seconded by Styles Spooner, roll call vote, passed unanimously.

Meeting Adjourned at 8:07 p.m.

Next meeting—September 11, 2023

Respectfully submitted,

Kathy Halgren
Library Director

Programming Statistics

June through partial July 2023

Program name	Program Start Date	Format	Target age	Attendance: in-person programs	Attendance: live virtual programs	Views at 30 days: recorded programs	Participants: self-directed activities
ECFE Summer Kick Off Party	06/01/23	In-person offsite program	all ages	87			
Toddlers Takeover	06/02/23	In-person onsite program	ages 0-5	16			
Author Shannon Gibney	06/08/23	In-person onsite program	Adult (ages 19+)	12			
STEM Lab: Paper Circuits	06/12/23	In-person onsite program	ages 6-11	19			
Cooking with Kids	06/12/23	In-person onsite program	all ages	9			
Storytime for 2s-6s	06/13/23	In-person onsite program	ages 0-5	21			

Storytime for Babies	06/14/23	In-person onsite program	ages 0-5	24			
Summer Playhouse	06/14/23	In-person onsite program	ages 6-11	13			
Crafternoon for Teens: Buttons	06/14/23	In-person onsite program	YA (ages 12-18)	0			
Wooden Worlds	06/15/23	In-person onsite program	ages 6-11	22			
Toddlers Takeover	06/16/23	In-person onsite program	ages 0-5	10			
Storytime for 2s-6s	06/20/23	In-person onsite program	ages 0-5	15			
Storytime for Babies	06/21/23	In-person onsite program	ages 0-5	9			
Summer Playhouse	06/21/23	In-person onsite program	ages 6-11	15			
Crafternoon for Teens: Inflatables	06/21/23	In-person onsite program	YA (ages 12-18)	0			
SSPPS Summer School Grades 1-5	06/22/23	In-person offsite program	ages 6-11	290			
Crafternoon for Kids: Model Magic	06/22/23	In-person onsite program	ages 6-11	6			
Stem Lab: Cardboard Arcade Challenge	06/26/23	In-person onsite program	ages 6-11	26			

Cooking with Kids	06/26/23	In-person onsite program	all ages	8			
Storytime for 2s-6s	06/27/23	In-person onsite program	ages 0-5	12			
Storytime for Babies	06/28/23	In-person onsite program	ages 0-5	9			
Summer Playhouse	06/28/23	In-person onsite program	ages 6-11	16			
Crafternoon for Teens: Perler Beads	06/28/23	In-person onsite program	YA (ages 12-18)	0			
Crafternoon for Kids: Duct Tape Wallets	06/29/23	In-person onsite program	ages 6-11	0			
DIY Pet Treat Puzzles	06/30/23	In-person onsite program	all ages	18			