

**DULUTH PUBLIC LIBRARY BOARD**  
**Minutes of Regular Meeting**  
**May 22, 2018**

**Call to Order:** Sperl called the meeting of the Duluth Library Board to order at 4:36 p.m. on Tuesday, May 22, 2018. A quorum is not present, so no actions will be taken.

**Members Present:** David Sperl, Lizzy Luoma, Sister Edith Bogue

**Also Present:** Carla Powers, Jim Filby Williams (arrived at 4:39)

**Absent:** Matt Rosendahl, Sandy Scheiber, Neil Glazman, Sue Henke, Nick Foucault, Betty Ramsland

Agenda was reviewed.

Public comment period: no comments.

**Minutes:** Reviewed. April minutes to be approved at next meeting when a quorum is present.

**Reports:**

Friends of Duluth Public Library

- Written report reviewed.
- Contact information for book sale coordinator was shared in case members would like to help.

Duluth Library Foundation

- No written report this month.

Manager's Report

- Written report reviewed.
- Powers reported that a patron has complained about the book *Simple Times: Crafts for Poor People* by Amy Sedaris. The patron was surprised by the content of the book and concerned that it could be picked up accidentally by a child. The book was shelved in the craft section but actually is satire. Library staff decided to re-catalog it to be shelved in the humor section, and a letter was sent to the patron.

**Old Business:**

Main Library security update

- The request for proposals generated one viable response. A meeting will be set up with the contractor and several members of the Library Safety and Security Working Group. At this point, the city has not made a finite commitment for funding, though it is expected.
- Changes have been made to the top floor to improve security. The corridor has been enclosed, and the men's room and staff bathroom have been switched to allow for better visibility of the men's room. This change resulted in some loss of capacity in the men's room.
- Relocation of computers from the computer lab to the top floor will take place after July 1 which makes the work eligible for e-rate reimbursement.
- An architect from Meyer Group is coming up with an estimate for installing a bathroom where the existing computer lab is located.

Priority Based Budgeting update

- The library is working on scoring its services for the priority based system model. Scoring will be done based on "basic program attributes" (whether the program is mandated, its population served, whether use is increasing/decreasing, etc.) as well as

community priorities (trust, engagement, etc.). Following the initial scoring, peer review teams from other work areas will double check the scores.

**New Business:**

Superior Street reconstruction

- Construction continues and is having an impact on the Main Library. Usage was down at Main during the month of May, but branch usage remains strong.

Joint Friends, Foundation, and Board meeting

- Joint meeting last held in April 2017. The next meeting is proposed for September 18 at 4:30 p.m. Location to be determined.

OCLC “From Perceptions to Funding” report

- Reviewed.
- To improve advocacy, board suggests posting the attached infographic in public location within the library.

Tour of the top floor

- Will be postponed until the next meeting when more members are present.

**Adjournment:** Meeting adjourned at 5:45 pm.

**Next meeting:** Tuesday, June 26, 2018 at 4:30 p.m. in the Main Library Conference Room