

# **DULUTH PUBLIC LIBRARY BOARD**

## **Minutes of Regular Meeting**

**September 27, 2016**

**Call to order:** Vice President Rosendahl called the meeting of the Duluth Library Board to order at 4:37 p.m. on Tuesday, September 27, 2016. On a motion by Sperl, seconded by Glazman, the agenda was approved as drafted.

**Members Present:** Neil Glazman, Virginia Katz, Lizzy Louma, Matt Rosdendahl, Sandy Scheiber, David Sperl

**Also Present:** Carla Powers, Jim Filby Williams, Joel Sipress

**Absent:** Sister Edith Bogue, Megan Oswald, Betty Ramsland

**Minutes:** On a motion by Glazman, seconded by Scheiber, the minutes of the regular meeting of August 23, 2016, were approved with an amendment to include John Ramos's affiliation.

### **Reports:**

#### Friends of the Library

The written report was reviewed. Powers highlighted the Dinner with Colleagues event that is being organized as part of the Minnesota Library Association conference. There is an opportunity for board members to attend if they wish.

#### Duluth Library Foundation

Katz invited board members to attend the Olga Walker Awards ceremony tomorrow morning. She shared information about the honorees and some of the history of the Duluth Library Foundation. There was brief discussion of Learning & Libations at the Library, which took place earlier this month.

#### Library Manager's Report

The written report was reviewed, and Powers shared participation statistics from this year's summer reading program. There was discussion about the timeline for getting city council approval of the strategic plan. The plan is scheduled to be introduced on November 7 when the library presents its 2017 budget request. Sipress suggested placing the plan on the agenda for approval at the following meeting. Rosdendahl asked whether something could have been done differently to maintain momentum on getting the plan approved. Filby Williams noted that this summer's storm cleanup and the timing of the plan's approval by the library board posed a challenge.

### **Old Business**

#### 2017 Library budget update (relates to Goal 1, Strategy 4)

Powers reported that the Librarian II position to oversee the branches is unexpectedly being held open for time being, and the early literacy librarian position is likely not to be funded for 2017. Filby Williams said that the library is a high priority for Mayor Larson. However, the decision to move the City's street fee onto the tax levy has made it impossible to increase spending this year. Currently nearly two dozen positions citywide are being held open in order to close a budget gap. Filby Williams said that city leaders are thinking about how to advance early literacy

goals even without this position in place. There have been informal, internal discussions about all youth development investments and how they can converge. Sipress provided some context for the 2017 budget decisions. Filby Williams said by the end of October there may be a better sense for how long the Librarian II position will be held open. Rosendahl asked whether there is any possibility that the library can retain its fine and fee revenue. Filby Williams replied that city management would prefer the flexibility that comes from having fine and fee revenue go back into the general fund, but there is always the possibility of increasing the library's general fund budget by a corresponding amount in 2018. Sipress suggested using 2017 to set the table for an early literacy initiative and be ready to proceed as soon as the hire takes place. Rosendahl expressed concerns about how a youth development initiative would roll out. The strategic plan envisions the library using its programming expertise help bring the table together, rather than merely having a seat at the table. Rosendahl asked whether the Duluth Library Foundation can apply for grants or hire a limited term employee to help shape the initiative. Katz replied that this may be a possibility, but the foundation board has asked its director to spend more time growing the endowment and less time on pass through grants. Sperl noted that there could be opportunities to partner with other organizations to address the "adventure gap" and find grant sources.

## **New Business**

### 2017 fee schedule

Powers handed out a draft of the library's 2017 fee schedule, which will be included in the citywide fee schedule approved by council later this year. She is recommending no changes, as DPL's fines and fees are in line with what many other public libraries charge. Motion by Katz, seconded by Louma, to approve the fee schedule as drafted. Motion passed unanimously.

### 2017 City Capital Improvement Project budget (relates to Goal 2, Strategy 2)

With the talk of a major renovation or new Main Library building currently stalled, Powers has identified some key projects that she would like included in the city's 2017 capital plan. The projects include replacing the lights in the Green Room, repairing water leaks in the Green and Gold rooms, repairing or replacing the crumbling concrete steps and wall near the Michigan St. plaza, improving the handicap accessibility of the restrooms and installing an outdoor sign for the West Duluth Branch. Sipress gave board members some background on the building studies that have been done to date. He said that a renovation would be the most realistic option for city to pursue if it is possible to make significant improvements for \$20-22 million. Rosendahl offered to work with Bogue to set up a meeting with Mayor Larson regarding library issues. Sipress encouraged a large turnout for the presentation of strategic plan.

### 2016 Pew Report on Library Use (relates to Goal 4)

Discussion on this item was postponed until the next meeting.

**Adjournment:** Meeting adjourned at 6:01 p.m.