

DULUTH PUBLIC LIBRARY BOARD
Minutes of Regular Meeting
November 26, 2019

Call to Order: Matt Rosendahl called the meeting of the Duluth Library Board to order at 4:30 on November 26, 2019.

Members Present: Matt Rosendahl, Lizzy Luoma, Michelle Foshay, Stephen Welsh, Neil Glazman, Sue Henke

Also Present: Carla Powers (Library Manager), Carmella Hatch (early literacy librarian), Chelsea Helmer (City Clerk), Debbie Rasmussen (League of Women Voters), Jeffrey Hietala (community member)

Absent: David Sperl and Betty Ramsland

Introductions were made. Carmella Hatch shared her background and work history. She talked about school readiness and a 3-5 year strategic plan for the Every Child Ready Duluth initiative. Rosendahl requested that Hatch return in the future to share more details about the plan with the board. The current priority is developing a coalition and creating partnerships.

Approval of agenda: Motion by Glazman, seconded by Welsh, to amend agenda and discuss the Open Meeting Law first. Motion passed unanimously.

City Clerk Chelsea Helmer came to give the board a big picture overview about open meeting laws. Any public body or government entity is subject to the open meeting law. The Minnesota Open Meeting Law dictates that all meetings and official actions of the Library Board are open to the public. Any official action and any information the board uses to make that decision should be available to the public. This also applies to a quorum of board members over email or in conversation regarding any official matters. All boards and commission meeting schedules are posted on the City website.

Public Comments: Jeff Hietala shared that he previously went before the City Council to advocate for bathroom updates at Main. The updates are currently in progress. Board members thanked him for his advocacy.

Review and approve minutes from October 22.

Motion by Welsh, seconded by Glazman, to approve the minutes as drafted. Motion passed unanimously.

Reports

Library Manager's report was reviewed and accepted as submitted

Old Business

Photography and Filming Policy

Powers presented a new version of the policy that was approved last month, with an addition that covers outside entities filming or taking photographs.

Motion by Henke, seconded by Luoma, to approve policy as written. Motion passed unanimously.

New Business

Circulation Policy

The policy was updated to remove references to overdue fines now that the library has gone fine free.

Motion by Glazman, seconded by Luoma, to approve policy as written. Motion passed unanimously.

2020 meeting dates/locations

Powers presented the upcoming schedule for the board to meet the fourth Tuesday of each month, with the exception of July and December. The February meeting will take place at Mount Royal and the June meeting will take place at West Duluth branch. All others will take place at Main.

Ongoing Business

Library advocacy

There was discussion of Board members attending the City Council budget meeting to thank councilors for their support of Every Child Ready Duluth in 2020. Powers will confirm the date and time, and let the Board know when this meeting will take place.

Rosendahl wrote a letter to thank the Mayor and City Council for their ongoing support of the library. Rosendahl read the email reply from Mayor Larson.

Welsh suggested nametags for Board members and group discussed the possibility. Powers said she would look into it and bring it back to the board.

Adjournment

Next regular meeting: January 28, 2020 at 4:30 in the Main Library Conference Room