

DULUTH PUBLIC LIBRARY BOARD
Minutes of Regular Meeting
August 23, 2016

Call to Order: President Bogue called the meeting of the Duluth Library Board to order at 4:33 p.m. on Tuesday, August 23, 2016. On a motion by Ramsland, seconded by Sperl, the agenda was approved as amended.

Members Present: Sister Edith Bogue, Betty Ramsland, Virginia Katz, Sandy Scheiber, Megan Oswald, Neil Glazman, David Sperl, Lizzy Louma, Matt Rosendahl

Also Present: Carla Powers, *Reader Weekly* reporter John Ramos

Absent: None

Minutes: On a motion by Rosendahl, seconded by Scheiber, the minutes of the regular meeting of June 21, 2016, were approved as drafted.

Reports:

Friends of Duluth Public Library

- Written report was reviewed.
- Discussion of more fundraising events (other than book sales) are in the works.
- There are some new, younger faces on the Friends board, and many have connections with Grandma's Marathon.

Duluth Library Foundation

- The Foundation received a grant that was used to purchase furniture for the Mt. Royal expansion.
- The endowment is at approximately \$1 million, and work will continue to grow the account.
- Saturday, Sept. 17 is Learning & Libations at the Library. There was a suggestion to use social media to increase interest in the event. Another suggestion was to provide invitations that board members can pass out to their friends, or to leave some at the library's public desks.
- An event to honor three long-time Foundation supporters was cancelled due to two of them having health issues. It has been rescheduled for Wednesday, Sept 28 at 9 a.m. at the Depot. Katz reported that it has been difficult to find information about Olga Thompson Walker, who donated the funds that the library used to start the Foundation.

Arrowhead Library System

- Written report provided in an email was reviewed verbally.
- ALS funds are used to support a variety of programs and services at its member libraries, including Overdrive electronic resources, public events, and staff continuing education.
- The ALS Board just passed a social media policy for employees.
- Duluth is unique in that its library has an advisory board rather than a governing board. The City, rather than the Library Board, is responsible for the library's budget and hiring the manager/director. Other libraries in the system have less city involvement in their libraries because their boards have more authority.
- ALS is considering the use of credit cards to pay fines either online or at the desk.

Manager's Report

- Written report was reviewed.
- Legacy funds are distributed through ALS to support public events and art projects like DPL's mural.

- Powers and other staff members visited the library in Eau Claire, WI to look at their space and staff workflow. Eau Claire is similar in size to Duluth and this library is in a large consortium. Powers had presented the software to the city's IT Steering Committee to get it on the radar, and the committee appeared to be favorable.

Old Business:

MLA Library Conference

- The conference will be Sept 29 and 30 at the DECC. Katz encourages anyone to go who is able, but check the website for the early registration rates. The schedule is available online, it's possible to attend just for one day. Thursday is the day geared for trustees and board members.

Strategic Plan

- Staff has created an implementation plan based on the strategic plan. See below.

Implementation Plan

- Powers shared the action plan with the board. While an internal document, it is nice to share with the board. It is a 5 year plan that is meant to be adapted as progress is made.
- Bogue suggested that everyone search the document for "board" to see where the board can support the plan. It is also nice to have more than one official representative so appearances can be shared at community events. Perhaps a "cheat sheet" for board members would be helpful to help board members talk to people in the community about why the five goals are important and how the library will meet these goals.
- The plan still is not on the city council agenda or a committee of the whole meeting. Powers will meet next Monday with Mayor Larson to discuss the timeline.
- Powers would like the board to periodically review the plan to keep the document in front of us and make suggestions as necessary. Maybe it could be a part of the agenda or part of the manager's report.
- Ramsland asked a question about who has responsibility to meet these goals. She would like to see the schools involved, especially in the early grades. Bogue reminded us that the focus is on birth to age five or six in order to help children prepare for kindergarten. Powers said that part of the implementation is to meet with other important community members, which would include the public schools.

New Business:

Library Budget

- Budget season for the city has begun. Revenue is the first part to be looked at, and the Mayor is in favor of trying to keep that money inside of the library. The finance director is not a fan of that idea. It currently goes to the general fund which also funds the library.
- Raising fines doesn't generate much more money, and often deters use of the library.
- The library will be asking for a new, full-time early literacy librarian to support the strategic plan. Powers will go before the council in late October to present the library's budget request. She left the materials budget static but was uncomfortable doing so.

OCLC *Perceptions of Libraries* Report Discussion

- Discussion was held about two sections.
 - “Economically Impacted Americans” as a general look at the recession, and how it impacted Americans and their use of the library.
 - “Libraries Empower Americans” was about what services the library can provide.
- The report includes helpful statistics for board members to advocate for the library and explain how use goes up for books, internet, research, job search, family programming, materials, etc. when times are tough.

Mt Royal notes: Everyone loved the new space but would like to see more on the walls. Suggestions included community artists, or student work. It cannot be rented at this time, only booked for library programming.

Adjournment: Meeting adjourned at 6 pm.