

DULUTH PUBLIC LIBRARY BOARD
Minutes of Regular Meeting
January 24, 2017

Call to Order: President Bogue called the meeting of the Duluth Library Board to order at 4:30 p.m. on Tuesday, January 24, 2017. The agenda was approved with the amendment to include Library Legislative Day at the end.

Members Present: Sister Edith Bogue, Virginia Katz, Sandy Scheiber, Matt Rosendahl, Betty Ramsland, David Sperl

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

Absent: Neil Glazman, Lizzy Louma

Minutes: On a motion by Rosendahl, seconded by Katz, the library board minutes of the regular meeting of November 22, 2016, were approved with the amendment to replace the phrase “building project” with “plans for the downtown library.”

The board accepted thanks and appreciation from Joel Sipress for our work on the board, and thanked him for being a fantastic City Council liaison.

Reports:

Friends of Duluth Public Library

- Written report was reviewed.
- Due to vandalism of the cash box on the Main Library’s “free cart,” plans for the Mt. Royal cart have been put on hold.
- Bingo project is being headed by Linda (of the author series). Due to requirements for licensing through the state, no specifics are set. Ideally the event would be a fundraiser held at Glensheen.

Duluth Library Foundation

- Written report was reviewed.
- Ramsland brought up the idea of melding the Friends and the Foundation together to make the groups’ work more effective. The concern was raised that since the groups have two distinct purposes it would be difficult to put them under one leadership.

Manager’s Report

- Written report was reviewed.
- The savings tally on library receipts was shared on several twitter feeds. There was discussion of using the savings information as a publicity tool. Getting the story to the paper and the Mayor would be important. Bogue suggested a “Tweet your receipt” campaign.

Old Business:

2016 Review/2017 Action Plan

- The idea behind the plan was to bridge the staffing study and strategic plan, and identify the staff member charged with leading each individual goal. It will provide a roadmap for

year one of the strategic plan in addition to highlighting the accomplishments of the library to date.

- Bogue requested that each board member find a goal that they can be an advocate for and work with the project lead on.
- The goals were reviewed one by one.
 - Goal 1: Early literacy position is off the table for the time being, meetings with the Northland Foundation have occurred, meetings with ISD 709 are being planned. VOX is a new read-along format where the audio is self-contained in the book
 - Goal 2: iPad lending is almost ready to begin, and teen laptop purchases are in the works. The summit meeting between the three groups is part of this goal as well.
 - Goal 3: Working on credit card processing and updating software that manages public computer usage.
 - Goal 4: Continuing to reduce the size of the print collection at the Main Library and focusing on how to remove barriers to library use.
 - Goal 5: Looking to build on the branding work done by Swim Creative and leveraging social media during key times like National Library Week and Banned Books Week.

Main Library facility (relates to Goal 2)

- Powers suggested that a goal should be to list concrete steps the board can take to keep the awareness of the project in the forefront for 2017 and the 2018 budget. Bogue can mention it to our new councilor during the orientation.

New Business:

Library Boards/Friends/Foundation "Summit" (relates to Goal 2)

Previous summit focused on the groups explaining their missions to each other because there was some uncertainty and animosity surrounding that. Given the new board members, this is a good time to reconvene all the groups. It is a time to hear how each group can help each other. We'll shoot for a late winter/early spring Tuesday that is not the regular Friends or Library Board meeting. Carla will schedule.

Meeting Room Policy

DPL staff have been working on this for a while. Betty asked about banning guns. Because this is a public building, MN conceal-carry requires that they be permitted. However, threatening with a gun violates library behavior policy.

The board suggested clarifying language about meeting rooms at West branch being located adjacent to the library in City Center West. Powers will add language about library manager approving use of alcohol in a room as a first step before obtaining the required city permits. Powers will send out all changes for approval next month.

Introduction to the Arrowhead Library System (Katz)

The state has regional library systems, and ours is Arrowhead. Regional library systems provide services to libraries and support library services to communities. As DPL is a bigger city library, we don't need quite as many services from the system as the libraries in small towns do.

Funding comes from the State of Minnesota and counties encompassed within the Arrowhead System. The board consists of three representatives from St. Louis Co, representatives from other counties served by Arrowhead, a rep from special libraries, a rep from school libraries and a rep from public libraries. Arrowhead provides mail-a-book service and a bookmobile. As a requirement of membership, member libraries must adopt a minimum set of policies. Arrowhead's Board of Trustees meets monthly. The Arrowhead offices are in Mountain Iron. There are two kinds of systems in Minnesota - federated (like Arrowhead) and consolidated (like Great River Regional Library). Arrowhead receives a great deal of Legacy funding, and then takes applications from libraries to utilize the Legacy funding for programming. Katz will continue her term of service beyond the end of her term on the library board. Arrowhead Director Jim Weikum will visit the board next month to review Arrowhead's services and discuss Duluth joining their integrated library system.

Legislative Library Day

No discussion.

Reminder: Library officer elections will be held in March.

Adjournment: Meeting adjourned at 6:07 pm.