

DULUTH PUBLIC LIBRARY BOARD
Minutes of Regular Meeting
August 23, 2017

Call to Order: President Rosendahl called the meeting of the Duluth Library Board to order at 4:33 p.m. on Tuesday, August 23, 2017 at the West Duluth Branch Library. Agenda approved with voice consent.

Members Present: Lizzy Luoma, Sandy Scheiber, Nick Foucault, Betty Ramsland, Neil Glazman, Matt Rosendahl, Sister Edith Bogue

Also Present: Library Manager Carla Powers, Public Administration Director Jim Filby-Williams

Absent: David Sperl, Sue Henke, City Council liaison Em Westerlund

Minutes: The library board minutes of June 27, 2017 were approved as drafted with voice consent.

Reports:

Friends of Duluth Public Library

- The Friends' author series featuring mystery author Mindy Mejia had a good turnout and went well.
- Concerns raised regarding the Friends' fundraising and the Foundation's fundraising competing with each other in cases where the same business is asked to donate to the library by the separate groups. As this is an issue between Friends and Foundation, the Board has no recommendation, however the Board supports any collaboration between groups supporting the library.

Duluth Library Foundation

- Written report reviewed.
- Libations will take place on September 16, 2017. All Board members are encouraged to attend.

Manager's Report

- At the recent eclipse viewing party approximately 1,500 people attended, and the supply of eclipse glasses went quickly. Bob King also spoke at a program on the eclipse with 175 participants.

Old Business:

Main Library facility

- The concrete stairs at the Main Library have been finished. The work was completed around library programming hours so no programs were disrupted.
- The quotes for the dampeners for the HVAC system have not been received yet.

Advocacy Update

- Board members shared their contributions to the Love Your Library campaign. Members are encouraged to submit their own letters as well.

New Business:

Joining Arrowhead Library System's Compass consortium

- The library is currently not a member of Compass, operating its own stand-alone computer system. Pros and cons of joining ALS's Compass reviewed, Pros: makes it easy to request books from other libraries, significant cost savings, interlibrary loan is simpler in many cases, staff work is more efficient, and ALS would take on maintenance of computers and servers which is currently provided by the city. Cons: Less autonomy and control of the catalog (how items in the collection are recorded, not what materials we have). There are 50+ libraries

that are in Compass. Filby Williams asked about the total holdings in Compass as compared to total materials in Duluth libraries. The software that Compass runs, which is called Horizon, is expected to have credit card processing next summer. Once this module is developed it will be free of charge for Compass members. ALS is applying for a Library Services and Technology Act grant for Duluth library's transition. Powers recommended supporting the transition regardless of grant; however, grant funding will make it more feasible

- Motion by Ramsland, seconded by Glazman, to accept the recommendation pending acceptance of grant. Motion passed unanimously. Filby Williams stated he will be advocating for library to retain the \$40,000+ savings resulting from joining Compass. The next step is to negotiate a partnership agreement that will go to the City Council for approval.
- The Board passes along gratitude to the library staff for taking on the extra work created during this transition. The Board is grateful to ALS for finding the grant opportunity because it makes a difference to us.

Fee Schedule

- A copy of the recommended 2018 fee schedule was given to Board members including calculated recommendations for fee increases due to inflation. Inflation prices are non-rounded numbers and would cause additional labor time for staff, so Powers recommends using rounded numbers when possible. Board discussed pros and cons of rounding, reducing, and increasing fees for various services.
- The Board recommends removing the service of computer lab rental as this would disrupt key services offered in the library. Library manager reported that it's rare for an outside group to request the computer lab, so eliminating this service will not decrease revenues.
- Board recommends that the non-Minnesota resident borrower's card fee of \$46.50 be raised to \$55 to mirror what Duluth taxpayers pay plus rounding.
- Room rental prices for commercial businesses are overall quite low. As this is not a key value in line with library's mission, the Board recommends raising rental fee \$5 across the board.
- Board discussed possibility of reducing or removing fines for children's materials due to the strategic goals of supporting early literacy by removing barriers for library participation by youth. Based on city budget and additional discussion needed, no change is recommended at this time. The Board will continue to discuss this option for later in 2018.
- Motion by Bogue, seconded by Scheiber, to approve the above recommendations for the 2018 fee schedule. Motion passed unanimously.

Minnesota Public Library Trustees' Handbook

Pages 30-44 to be carried over to next meeting. Specific questions are listed and board members should bring their own responses for next month's discussion.

Adjournment: Meeting adjourned at 5:59 pm.

Next meeting: The next meeting will be Tuesday September 26, 2017 at 4:30 p.m. at the Main Library.