

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

Call to Order: President Rosendahl called the meeting of the Duluth Library Board to order at 4:31 p.m. on Tuesday, May 23, 2017. Powers added Foundation sponsorship under New Business. On a motion by Ramsland, seconded by Luoma, the agenda was approved as reordered.

Members Present: Sandy Scheiber, Lizzy Luoma, Sister Edith Bogue, David Sperl, Nick Foucault, Matt Rosendahl, Megan Oswald, Betty Ramsland,
Also Present: Carla Powers, Public Administration Director Jim Filby Williams, Library Board appointee Sue Henke, City Council liaison Em Westerlund, Reporter John Ramos
Absent: Neil Glazman

Minutes: On a motion by Bogue, seconded by Oswald, the library board minutes of the regular meeting of April 25, 2017, were approved as drafted.

Reports:

Friends of Duluth Public Library

- The annual book sale will take place June 12-15 at the main library. Volunteer opportunities are still available. An additional book sale will take place at Sidewalk Days Festival July 12-14 in downtown Duluth.
- Tickets soon to be available for \$20 to see author Mindy Mejia speak about her book at the Spirit of the North Theater in Fitger's.

Duluth Library Foundation

- No report this month

Advocacy Leadership Team

- Recently created board will have its first meeting next week. Officials are David Sproat of the Library Foundation, Sheri Olson of the Friends of the Library, and Lizzy Luoma of the Library Board.

Manager's Report

- Written report reviewed with information on One Book Northland, MnLINK Meeting, Lloyd K. Johnson Foundation site visit, Branch Librarian II position, and the Summer Reading Program.

Old Business:

Main Library facility

- Powers reporting no new updates. Heat is still on and is facility has been a comfortable temperature. Air conditioning is expected to work this year.
- Redoing lighting controls in the Green Room (main building) is estimated at a total cost around \$50,000, has not been out to bid. There are other, higher priority projects for the library's portion of capital funding this year.

Meeting at Branches

- According to Goal 5 of the Strategic Plan to improve Board knowledge of library facilities meetings will be: August at West Duluth, September at Mt. Royal.

New Business:

2018 Budget

- Library revenue from fines has decreased and revenue from photocopies has increased compared to last year. Total revenue is static at about \$90,000 + \$42,000 reimbursement from ALS. Powers will be meeting with city to review details. Filby Williams confirmed that all library revenue goes to the city's general fund. A budget gap is expected and the early literacy librarian position as outlined in the Strategic Plan may not be funded. Bogue pointed out that this position would align with city initiatives for early education. Currently there are 5 job action forms for open positions: Senior Tech for circulation (full time), two Library Technicians (full time), and two Library Shelves (part time). Converting to the shared computer system operated by Arrowhead Library System is still in information-gathering phase as possible cost-saving measure.
- There was discussion on getting rid of library late fines. Other public libraries that have stopped overdue fines have found materials are still returned around their due dates. Powers and Rosendahl will send resources to Board members on this possible library model change. Fines are a particular barrier to youth using library services who have decreased control with checking out materials, transportation to libraries, and resources to cover small fees. This will be discussed under New Business for next meeting to ensure library access goals are aligned with current fine policies. Powers will identify number of adult and youth users blocked due to fines.
- City administration is still in information-gathering and mayor is still in reflection process for the 2018 budget and has begun review earlier this year due to anticipated budget challenges. Filby Williams reported Mayor Larson strongly supports the library and recognizes that the last time the city had budget challenges, the library experienced disproportionate staffing cuts. Mayor Larson is committed to avoiding these cuts again and says the library is among the last places she would look for staff reduction. The budget may be able to accommodate the Early Literacy Librarian position creation. The current 5 vacant positions are going through a series of approvals and Filby Williams expects definitive answers by the end of the week.

Foundation Sponsorship Possibilities

- Patra Sevastiades of the Foundation is looking to approach business to help fund current programs that are in alignment with their goals. Other libraries have utilized similar collaboration through foundation staff. Awareness may be through advertisements or onsite give-aways (i.e. pedometers for wellness day with sponsor logo). Any advertisements would be promoted in a way fair to the business without interfering with the current programming and library goals. No new programming will be created by sponsors.
- Sponsorship is a new initiative and amount of sponsorships has not been determined.
- Bogue moved that the Board expresses appreciation of being included and that the Board encourages sponsorship and continued updates, seconded by Luoma. Motion passed unanimously.

Minnesota Public Library Trustees' Handbook

Board members reviewed pages 1-15. Board members agreed it's important to support core values. Powers noted that library structures are complex in the state of Minnesota. Handbook includes advisory board role overviews. For next month, the board will review pages 15-29.

Special thanks to Megan Oswald for serving for almost 5 years as Board Member. This is her last meeting as a member.

Adjournment: Meeting adjourned at 6:01 pm.

Next meeting: Tuesday June 27, 2017 at 4:30 p.m. at the Main Library.