

**Duluth Public Library Board
Minutes of Regular Meeting
October 24, 2017**

Call to Order: President Rosendahl called the meeting of the Duluth Public Library Board to order at 4:30 PM on Tuesday, October 24, 2017.

Members Present: Sandy Scheiber, Nick Foucalt, Neil Glzman, Matt Rosendahl, David Sperl, Sue Henke

Also Present: Library Manager, Carla Powers; Youth Services and Branch Supervisor, Sue Schumacher (until 4:55 PM); Public: Jean Walsh, League of Women Voters

Members Absent: Lizzy Luoma, Betty Ramsland, Sister Edith Bogue

Agenda was reviewed. Agenda item for Virtual Library Cards for Youth under New Business was moved to top of agenda.

Virtual Library Cards for Youth -

Sue Schumacher, Youth Services and Branch Supervisor, explained the Virtual Library Cards for Youth program that the library is currently pursuing in cooperation with ISD 709 public schools and early childhood programs. The model is based on the St. Paul Public Library's successful Library Go program.

Program features:

- ISD 709 shares directory information with the library to create a patron record for each student allowing a "virtual" library card to be issued. The cards would contain an easy to remember number based on existing students' IDs (i.e. Lunch Number).
- Students may check out 5 items at a time and may have no more than 5 items checked out at any time (i.e., if they return only 3 items they, can check out only 3). Students may continue to use their traditional card as well with its standard checkout limits and late fee rules.
- The program is "fine free." Late fees would be replaced by "read down" or "do down" opportunities.
- There is a possibility that public library materials may be delivered between the library and the schools using the ISD 709 pick-up/delivery service.
- Staff hopes to begin the program in Fall 2018. It's possible that charter and private schools could be included in the future.

Board Discussion and Motion:

- Board enthusiastically supports the development of this program, seeing it as important to strategic goal of serving youth and to addressing the issue of how best to minimize fees/fines/blocked cards for youth.
- Motion of support was made by David Sperl and seconded by Sue Henke: "The Duluth Public Library Board supports continued efforts to create a Virtual Library Card Program for Youth in cooperation with ISD 709." Motion passed with voice consent.

Minutes: Minutes of the September 26, 2017 board meeting were approved as drafted with voice consent.

Public Comments: Jean Walsh, representing League of Women Voters, said members attend public board meetings to keep membership up-to-date on issues and activities of public entities.

Reports:

Library Advocacy Team: Sister Edith Bogue will attend the November 17th meeting with Mayor Larson. Matt Rosendahl is unable to attend.

- The team should have talking points re: cost estimates of renovating/improving current building detailed in the 2015 MSR Report. Important to note that the controversy about the MSR report was not about the cost estimates for deferred maintenance on the building. These costs were accepted as realistic. Carla will send out the MSR Report to all board members.

Reading Without Walls: Matt Rosendahl announced that The National Ambassador for Young People's Literature, Gene Luen Yang, has committed to come to Duluth on January 22. There will be a daytime program with DPL in one of the schools and a community-wide program at UMD that evening.

Youth on Library Board

Board is enthusiastic about adding youth member. Matt Rosendahl will send email to Phil Jents (City of Duluth) to express Board interest in welcoming a youth member. We would be willing to help pilot the process for identifying and orienting youth members to City boards.

Old Business:

Main Library facility:

- Dampeners to better control airflow should be installed soon, but no firm date.
- Commercial use of plaza space
 - Concerns were expressed re: logistics of commercial use of the space during library hours when patrons need to access the Michigan Street entrance. Also discussed were benefits of partnering with local business to increase use of library space for events. Carla shared pricing for rental of other City facilities.
 - Decision is to offer to trial or pilot with Radisson if they have a client interested in booking an event. Charge would be \$60 per hour, set-up through clean-up. May not be feasible during Superior Street reconstruction scheduled for next summer.

Minnesota Public Library Trustee Handbook – pages 30-34

Discussion included:

1. If policies or materials are challenged, how would DPL Board be involved (p 33)?
 - Challenge would be reviewed first by DPL board to develop recommendation to City
2. What State and Federal funding sources does DPL apply to or has received funds from (pp 40 and 41)?
 - Arts and Cultural Heritage Fund (Legacy) has provided programming funds.
 - Library Construction Grants (if a new building is to be constructed – usually between \$750,000 - \$1 million).
 - LSTA Grants – applied here for Compass funding.
 - E-rate – IT division applies for funding now that we filter internet content.

Overdue Fines

- The Virtual Library Card Program could be solution we were looking for to prevent blocked cards from denying youth access to library materials. But this will not be in place for another year.
- To bridge for this year, suggestion is to offer a children's only "read down" program in conjunction with DPL winter reading program. If this is too staffing intensive, an amnesty week could be an alternative. Carla to check with staff re: feasibility of "read down" program.

Adjournment: 6:00 PM

Next Meeting: Tuesday, November 28, 2017; 4:30 PM; Main Duluth Public Library