

DULUTH PUBLIC LIBRARY BOARD

Notice of Meeting

DATE: September 24, 2019

TIME: 4:30 p.m.

PLACE: Main Library Conference Room

AGENDA

Call to order

Review and approve agenda

Public comments (3 minutes per person)

Approve minutes of August 8, 2019 meeting

Reports

Friends of the Library Report – Ramsland

Library Manager's Report – Powers

Old Business

Gathering of Associated Library Advocates October 1, 2019

New Business

City boards & commissions initiative

2020 fee schedule

Ongoing Business

Library advocacy

Adjournment

Next regular meeting: Tuesday, October 22, 2019, at 4:30 p.m. in the Main Library Conference Room

DULUTH PUBLIC LIBRARY BOARD
Minutes of Regular Meeting
August 27, 2019

Call to Order: President Rosendahl called the meeting of the Duluth Library Board to order at 4:30 on August 27, 2019.

Introductions were made.

Members Present: Matt Rosendahl, Lizzy Luoma, Michelle Foshay, Stephen Welsh, Neil Glazman, Betty Ramsland, David Sperl

Also Present: Carla Powers, Debbi Rasmussen (League of Women Voters), Em Westerlund (City Council liaison), John Ramos (Duluth Monitor)

Absent: Sue Henke

Public comments (3 minutes per person)

Rasmussen: League of Women Voters exhibit at UMD on the 19th amendment will be going on through September.

Glazman: Kathleen Murphy wrote a nice article in Sunday's Duluth News Tribune about the importance of the library.

Review and approve agenda from June 25. Motion by Glazman, seconded by Sperl. to approve the agenda as drafted. Motion approved unanimously.

Reports:

Friends of the Library Report

Written report was reviewed. Luoma mentioned that she is impressed with the new social stories posted on the library's website. They were developed with assistance from a speech language pathologist.

Foundation Report

Rosendahl shared that Learning & Libations at the Library will take place on Saturday, Sept. 21. Board members will receive an invitation soon.

Library Manager's Report

Powers mentioned that an early literacy librarian position is posted and open until September 8. The library is in the process of hiring two half-time technicians. There were 116 applicants.

New Business:

Overdue fines

There is a press event planned for next week. It is scheduled for Wednesday, Sept. 4 at the Main Library. The new policy will go into effect that day.

Early Literacy Initiative

The Duluth Library Foundation is offering to partner with city to get a new project off ground. Foundation representatives met with the Mayor and Chief Administrative Officer in July to introduce the idea. Their response was favorable. Mayor Larson will present her budget to the City Council September 9, and the Foundation is hopeful that funding for the initiative will be included. The Board discussed best practices and ways to measure the effectiveness of a school readiness initiative. Westerlund mentioned that the Library's budget presentation to the City Council is scheduled for November 12 at 5:45 p.m.

Gathering of Associated Library Advocates

The annual meeting of the Friends, Foundation and Library Board will take place on Tuesday October 1, 2019, beginning at 4:30 at the Mount Royal Branch. Light refreshments will be served. The group brainstormed ideas for the agenda. Ramsland suggested conversation in lieu of a speaker. Board agreed to focus on early literacy initiative.

Ongoing Business

Library advocacy

Rasmussen brought up the idea of voicing support to Mayor about funding the early literacy initiative. Advocacy may be one of the topics discussed at the Gathering of Associated Library Advocates next month.

Adjournment

Next regular meeting: Tuesday September 24th, 2019 at 4:30 in the Main Library Conference Room

Friends Report to Library Board
From meeting of September 17, 2019

Balance in checking account \$24,700. Waiting for audit/CPA to finish, then will give more money to DPL. Accepted resignation with regret of Milissa Brooks-Ojibway from the board. Donated \$250 to DPL in honor of Milissa Brooks-Ojibway, and \$250 in honor of Liz Pearson. Membership list being revised. 181 current members; over 700 on list. Approved to send next newsletter by first class mail to determine validity of list. Carla announced "fine free" library. Bylaws being reviewed by subcommittee. Next meeting at Tavern on Hill, Oct. 15th @ 4:30.

Submitted by Betty Ramsland

Manager's Report to Library Board September 2019

Public Restroom Project. Demolition of the former computer lab space began after Labor Day, and the project has now moved into the construction phase. The contractors are beginning their workday at 6 a.m. in order to minimize disruption for library staff and patrons. The Property & Facilities Management Division is overseeing the project. So far it has gone smoothly.

Free From Fines. Mayor Larson announced this major change in policy at a press event on Tuesday, Sept. 3. Response from library patrons has been overwhelmingly positive. During the first week the new policy was in place, a patron returned about \$200 worth of overdue library items. He told circulation staff that he had been afraid to return them before because he was worried about paying the fines. Staff is working with our software vendor, Polaris, to have old fines removed from patron accounts in bulk. In the meantime, circulation staff is waiving fines individually, which gives them an opportunity to explain the new policy and let people know they still are held accountable for returning their items. Thank you to the Library Board members who attended the press conference and celebration on Sept. 3, and thank you all for helping to move this important change forward.

Hiring Update. As I mentioned last month, we are in the midst of hiring two half-time library technicians from an initial pool of 116 applicants. Final interviews with the top nine candidates are scheduled for Sept. 23 through 25. Hiring for an early literacy librarian also is underway. Out of 17 applicants, the pool has been narrowed to seven. The next step in the process will be oral exams on Sept. 30, followed by final interviews in October.

E-books. On Sept. 11, the American Library Association (ALA) and Public Library Association (PLA) announced a public campaign in response to recent efforts to limit library access to e-books. Publisher Macmillian announced that beginning Nov. 1, when a new title is released in e-book format each library may circulate only one copy for the first eight weeks. Any additional copies purchased later will then be available for two years of access. Libraries have long been at odds with publishers over e-book access and pricing structures. ALA is encouraging library users and supporters to sign a petition online at eBooksForAll.org.

MAIN

2019 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	25	23	26	26	24	20	22	22	23	26	23	24	284
Hours open	212	194	219	222	205	176	192	194	204	222	191	206	2437
Visitors	17981	17145	20401	19300	16348	16617	19596	18030					145418
Internet uses Labs	4022	3230	4096	4030	3402	3141	3847	4229					29997
Internet uses laptops	211	232	257	250	162	141	142	132					1527
Internet total	4233	3462	4353	4280	3564	3282	3989	4361					31524
Circulation print,av	30740	27177	31027	30554	27699	26809	30748	28704					233458
Circulation OneClick	513	437	465	463	465	485	432	425					3685
Circulation total	31253	27614	31492	31017	28164	27294	31180	29129					237143

MAIN

2018 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	25	23	27	25	25	21	21	23	23	26	23	24	286
Hours open	210.0	194.0	229.0	214.0	213.0	184.0	186.0	202.0	194.0	222.0	194.0	203.0	2445.0
Visitors	22587	20837	24429	19663	15915	16086	16958	16335	14469	16007	15629	15304	214219
Internet uses Sam	4838	4673	5399	4575	3924	3540	4256	4220	3784	4216	3682	3700	50807
Internet uses laptops	295	234	256	250	163	168	207	280	167	164	172	198	2554
Internet total	5133	4907	5655	4825	4087	3708	4463	4500	3951	4380	3854	3898	53361
Circulation print,av	35338	31453	36331	30576	24701	25084	28898	27513	25333	28185	28167	26057	347636
Circulation OneClick	482	507	608	495	414	447	515	530	403	496	507	448	5852
Circulation total	35820	31960	36939	31071	25115	25531	29413	28043	25736	28681	28674	26505	353488

MT ROYAL

2019 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	21	19	21	22	21	20	22	22	20	22	18	20	248
Hours open	184	166	184	194	184	176	196	192	176	194	158	176	2180
Visitors	11348	9965	11633	12592	11473	12195	13317	13293					95816
Internet uses Labs	1185	865	1078	1076	1099	1023	1208	1208					8742
Internet uses laptops	44	31	47	39	26	29	45	37					298
Internet total	1229	896	1125	1115	1125	1052	1253	1245					9040
Circulation print,av	27389	24543	26874	28222	26809	28389	32440	29798					224464
Circulation OneClick													0
Circulation total	27389	24543	26874	28222	26809	28389	32440	29798					224464

MT ROYAL

2018 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	21	19	22	21	22	21	21	23	19	22	19	19	249
Hours open	184.0	166.0	192.0	186.0	192.0	184.0	184.0	202.0	166.0	196.0	166.0	168.0	2186.0
Visitors	11191	10017	11510	11582	11641	12817	13514	14538	10652	12736	10487	9207	139892
Internet uses Sam	1197	1079	1244	1292	1358	1369	1562	1644	1270	1412	1092	1001	15520
Internet uses laptops	97	69	66	61	47	35	36	55	53	48	45	29	641
Internet total	1294	1148	1310	1353	1405	1404	1598	1699	1323	1460	1137	1030	16161
Circulation print,av	23522	21423	24653	25107	25487	29520	31762	33675	25271	29468	25675	22161	317724
Circulation OneClick													
Circulation total	23522	21423	24653	25107	25487	29520	31762	33675	25271	29468	25675	22161	317724

WEST DULUTH

2019 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	21	19	21	22	21	20	22	22	20	22	18	20	248
Hours open	186	168	184	194	184	176	192	194	176	201	156	198	2209
Visitors	6345	7137	7000	7603	6312	7739	7361	7825					57322
Internet uses Labs	813	561	715	782	804	787	950	1315					6727
Internet uses laptops	24	27	39	35	22	21	23	28					219
Internet total	837	588	754	817	826	808	973	1343					6946
Circulation print,av	10434	9159	10236	10202	10028	10436	12169	11550					84214
Circulation OneClick	0												0
Circulation total	10434	9159	10236	10202	10028	10436	12169	11550					84214

WEST DULUTH

2018 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Days open	21	19	22	21	22	21	21	23	19	22	19	19	249
Hours open	186.0	168.0	194.0	184.0	196.0	184.0	186.0	202.0	168.0	194.0	168.0	166.0	2196.0
Visitors	6603	5789	6637	6447	6638	6726	7186	8073	6130	6844	0	4898	71971
Internet uses Sam	790	770	982	992	1008	1082	1001	1415	1036	1135	889	748	11848
Internet uses laptops	41	24	25	31	26	16	24	23	21	39	25	20	315
Internet total	831	794	1007	1023	1034	1098	1025	1438	1057	1174	914	768	12163
Circulation print,av	10124	8695	9952	9599	10065	11149	11833	12613	10276	11263	10075	8867	124511
Circulation OneClick	0												
Circulation total	10124	8695	9952	9599	10065	11149	11833	12613	10276	11263	10075	8867	124511

TOTAL MAIN AND BRANCHES

2019 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Days open	67	61	68	70	66	60	66	66	63	70	59	
Hours open	582	528	587	610	573	528	580	580	556	617	505	
Visitors	35674	34247	39034	39495	34133	36551	40274	39148				
Internet uses Labs	6020	4656	5889	5888	5305	4951	6005	6752				
Internet uses laptops	279	290	343	324	210	191	210	197				
Internet total	6299	4946	6232	6212	5515	5142	6215	6949				
Circulation print,av	68563	60879	68137	68978	64536	65634	75357	70052				
Circulation OneClick	513	437	465	463	465	485	432	425				
Circulation total	69076	61316	68602	69441	65001	66119	75789	70477				

TOTAL MAIN AND BRANCHES

2018 Hours, Visitors, Circulation, Internet Users

Summary	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Days open	67	61	71	67	69	63	63	69	61	70	61	
Hours open	580.0	528.0	615.0	584.0	601.0	552.0	556.0	606.0	528.0	612.0	528.0	530.0
Visitors	40381	36643	42576	37692	34194	35629	37658	38946	31251	35587	31703	29000
Internet uses Sam	6825	6522	7625	6859	6290	5991	6819	7279	6090	6763	5663	5000
Internet uses laptops	433	327	347	342	236	219	267	358	241	251	242	
Internet total	7258	6849	7972	7201	6526	6210	7086	7637	6331	7014	5905	5000
Circulation print,av	68984	61571	70936	65282	60253	65753	72493	73801	60880	68916	63917	57000
Circulation OneClick	482	507	608	495	414	447	515	530	403	496	507	
Circulation total	69466	62078	71544	65777	60667	66200	73008	74331	61283	69412	64424	57000