

**DULUTH PUBLIC LIBRARY BOARD**  
**Minutes of Regular Meeting**  
**March 26th, 2019**

**Call to Order:** Vice President Sperl called the meeting of the Duluth Library Board to order at 4:36 p.m. on Tuesday, March 26, 2019.

**Members Present:** Matt Rosendahl (arrived at 4:41), David Sperl, Lizzy Luoma, Sue Henke, Sandy Scheiber, Neil Glazman (left at 5:34)

**Also Present:** Carla Powers, Sue Schumacher (left at 5:30), Steph Myers, Jim Filby Williams (arrived at 4:53), community member: Debbie Rassmusen from the League of Women Voters

**Absent:** Betty Ramsland, Nick Foucault, Michelle Foshay

Agenda was reviewed. Election of officers was moved from Old Business to after Reports. Agenda approved by the board.

Public comment period: no comments

**Minutes:** Minutes of the February 26, 2019 board meeting were approved as drafted with voice consent.

**Reports:**

- Reports reviewed as written.
- Library Foundation report reviewed. Rosendahl also reported that “Library Giving Day” is coming up on April 10, and the Foundation is doing a big push for this initiative. Mayor Larson will be reading for story time on that day in support of the fundraising day.
- The Library Foundation is looking at the possibility of providing some money toward early literacy position support. The Foundation is looking to the city for what type of public financial support will be provided for this position.

**New Business:**

Election of officers

- Rosendahl has served two terms, however not consecutively and is eligible to continue as President. Sperl has served two consecutive terms as Vice President and Luoma has also served two consecutive terms as Secretary. Both Sperl and Luoma are no longer eligible to continue serving as these roles.
- The board elected the following members:
  - President: Rosendahl
  - Vice President: Henke
  - Secretary: Will solicit this appointee and finalize at the next meeting. Luoma will remain as secretary for April meeting.

Motion to accept this slate of officers was made and approved with unanimous vote.

Early literacy initiative

Library supervisor Sue Schumacher presented initial plans for a community-wide early literacy initiative as called for in the library’s strategic plan. The initiative prioritizes literacy services and resources to increase the school readiness of Duluth children, based on having a full-time dedicated staff person by January 2020. The position will be shifted from adult services following a retirement. Additional support positions are planned as well, with one AmeriCorps VISTA worker and potentially one full-time support staff member funded by the Library

Foundation. Ideas include creating or expanding programs targeted at the birth through pre-K level at this time:

- 1.) Outreach to community members who can't or don't come to the library. Mobile resources would require additional software, which allows staff to sign people up for cards and check out books. A vehicle for this purpose also would be required.
- 2.) Sensory story times
- 3.) Outreach to hospital birthing centers and expectant parent programs
- 4.) Outreach to locations with young parents, first-time parent groups, or resources for challenged parents
- 5.) Library events at least quarterly
- 6.) A "One Book" program for birth to kindergarten
- 7.) Staff training and community education.

The board thanked Sue for coming to present this information.

### **Old Business:**

#### Library Advocacy update

- Letter drafted by Henke based on the discussion at the last meeting. Draft shared with Board members. Letter highlights work that needs to be done on two strategic goals: "Prioritize Early Literacy Services and Resources to Increase the School Readiness of Duluth's Children" and "Strengthen the Library's Capacity to Fulfill Its Mission."
- Minor edits were discussed. Letter will be reworded to highlight that staffing needs are being prioritized within the current staffing in order to free a position for early literacy, and will possibly be supported by Library Foundation funding. The board unanimously approved this letter being sent to Mayor Larson and Duluth City Councilors with edits as discussed.

#### 2018 Annual Report

- The report is put together for usage, staffing, finances for the State of Minnesota annually. Programs still are trending upwards. The materials budget has been flat since 2010. There were capital improvements in 2018, the vault under Superior Street as well as minor changes to the upstairs bathroom for safety of all patrons. The utilities for main building alone continue to be over \$100,000 for heating, cooling, and electricity.
- Board reviewed report in full, report approved unanimously.

#### Recognition of departing board member

- Sandy Scheiber has served on the Board for 5 years. The board wishes to thank her for her contributions over the years.

**Adjournment:** Meeting adjourned at 6:07 pm.

**Next meeting:** Tuesday, April 23, 2019; 4:30PM; Main Library Conference Room