

Library Board Meeting Minutes September 13, 2021

Members present: Finander, Fournier, Gold, Lehmann, Radloff, Romenesko, Rund and Halgren (staff)

Absent: Tetrick (excused)

Meeting called to order at 7:05 p.m.

BKV Group and Community Engagement

The meeting was attended by:

- Susan Morgan (Library Lead – BKV Group)
- Mike Wiese (DC Sr. Capital Projects Manager)
- Margaret Stone (DCL Director)

BKV Group, the new architects hired for engineering and design work for the projected new 16,000-square-foot library at 7th and Marie Aves., gave a brief presentation to the board with time for dialogue. The presentation consisted of the project background, project phasing/milestones, community engagement plans and documents, and visioning and goals with guiding questions for the library board.

Library board feedback included:

- Lehmann commented about featuring the charm of South St. Paul and not having “modern” being a goal and incorporating the charm and history of South St. Paul, but still get the benefits of a new library.
- Romenesko supports having nods to the community and honoring the collective history of the community by incorporating that into the landscaping and architecture.
- Radloff commented that the library should be forward-thinking rather than focusing on nostalgia and have flexible or nimble spaces that could be configured differently to take the library into the next 100 years.
- Gold commented that a mural or other types of displays regarding the city should be a part of its design. She believes the entrance is important and should feel welcoming to the space.
- Rund commented that the entrance should be welcoming within the first few steps. Patrons shouldn't have to walk very far to understand where they're going.
- Romenesko supports an easy book drop-off location.
- Radloff mentioned that the feel of a library is different for everyone and that safety for all is a top priority.
- Finander said that his principal concern is that the library is close to the secondary school and that it is important to overcome the perception that the library is a school library only. He'd like to highlight that the library is for all ages and there should be sufficient spaces for everyone.
- Rund supports improvements for accessibility.
- Fournier supports telling the stories and history of underserved communities and indigenous populations.
- Romenesko advocated a nice design for the holds system that is welcoming and invites patrons using the hold system to get drawn in to other offerings of the library.

The next time that the BKV Group will meet with the board will be in November. There will also be an open house on November 10, from 5-7 p.m. in the Centennial Room in the Community Center. More details to come.

Consent Agenda

- Minutes – *approval moved by Rund, seconded by Radloff, roll call vote, passed unanimously*
- Bills - *moved by Radloff, seconded by Rund, roll call vote, passed unanimously*

Unfinished Business

Repair and Maintenance

- The word “virus” was painted in pink on the library in the parking lot area the end of July. Halgren reported it to the police who took her statement and Public Works staff expertly cleaned it up. You’d never know it had been there!
- Halgren has signed a contract for \$10 a month to install software to the public copier so that people will be able to print or scan from mobile devices. This should be functional sometime in September.

Preliminary 2022 Budget

- The library budget has been altered slightly due to workers’ compensation and adjustments for our new hire this summer. The new requested budget is \$843,892, which is \$2,428 over this year’s budget for a 0.29% difference.

New Business

Circulation Stats

- Circulation for August was 6,547 items, which was much higher than 2020, but was 18.15% lower than August circulation for 2019.

Resignation of Mainhia Moua

- Halgren read Mainhia’s resignation letter and stated that a posting had been listed on the City’s employment site the week of 8/30. Mainhia’s last day was Sept. 7. We have received 16 applications so far.

Resignation of Tracy Wanek

- Halgren read Tracy’s resignation letter, which stated that her last day will be Oct. 1.
- *Motion made to advertise/post for a new Circulation Supervisor/Library Associate. Moved by Radloff, seconded by Gold, roll call vote, passed unanimously.*

Chromebook Kits

- We have started receiving Chromebook Kits from DCL that will reside on our shelves due to special funding they received. These kits feature a Chromebook laptop and a mobile hot spot. Most are requestable throughout the system, but we do have two non-requestable kits that will have “dummy boxes” by our Lucky Day collection.

Pandemic Programming Highlights

- Adult Programs – Art of Indigo Dye by Parcel Arts is taking place at Lorraine Park at this time. *Upcoming:* Book Bingo in the Park at Lorraine Park South Shelter (9/20); Lavender Oil Take & Make Kit scheduled for October.
- Children’s Programs – There’s a new scavenger hunt up in the children’s area: Apples and Apple Treats. *Upcoming:* Outdoor Storytime at the Amphitheater (9/14) with BKV Group engaging with attendees; Fall Lantern Take and Make Kits.

Other/Correspondence

- Halgren may have jury duty for the next week
- The board discussed options to fill the library board vacancy. *Citing that perhaps people may have missed the opportunity to apply in the past, Radloff made a motion, seconded by Finander, for the library to solicit new board members. Roll call vote, passed unanimously.*

Motion to adjourn made by Radloff, seconded by Fournier, roll call vote, passed unanimously.

Meeting adjourned at 8:40 p.m.

Next meeting – October 11, 2021

Respectfully submitted,
Megan Fournier
Recording Secretary

Programming Statistics

August and partial September 2021

Dates	# Programs	Program Name	Program Audience	Attendance
AUGUST				
2-Aug	1	Take and Make for Kids: Pool Noodle Boats	Children	20
2-Aug	1	Take and Make for Kids: S'mores Ovens	Children	20
13-Aug	1	Adult Book Discussion	Adult	7
17-Aug	1	Story Stroll	Children	8
31-Aug	1	Scavenger Hunt	Children	36
total	5			55
SEPTEMBER				
2-Sep	1	Take and Make for Kids: Fall Lanterns	Children	22
9-Sep	1	Adult Book Discussion	Adult	9
10-Sep	1	Maple Tree Day School	Children Outreach	42
13-Sep	1	Art of Indigo Dye	Adult	13