



**Minutes of the September 10, 2018 Meeting
Library Advisory Board**

PRESENT: Keri Simon (Chair), Marcy Irby, Crystal Bauer, Travis Davidson (Vice Chair), Melissa Kuhl, Hannah Cannon (Student Board Representative), Mary Jane Holland (SELCO Representative), Delane James (Library Director), Paula Hildebrandt (Library Receptionist)

CALL TO ORDER: Keri Simon called the meeting to order at 6:00 p.m.

APPROVAL OF THE MINUTES: The minutes of August 13, 2018, meeting were approved as written following a motion by Travis and a second by Crystal. The motion carried.

DIRECTOR'S REPORT: Library Director, Delane James reported on the following:

- Night to Unite was held on August 7, 2018, with a turnout of over 200, about double the attendance of last year's event. A dunk tank was an added activity and very popular.
- The library participated in the Downtown Pop-Up Day on August 16, 2018, with master gardener tours of the library's gardens and a story walk at Peace Park. The ukulele makerspace was moved to the hallway between the library and community center due to rain.
- The Rice County Budget presentation was on August 22, 2018. Delane was excited to hear of the commissioners' interest in literacy, especially for teens.
- The summer library program wrapped up on August 31, 2018. There were 840 participants and 62 teen volunteers logged 594 volunteer hours.
- Len Sorstokke was hired as the new evening Library Technician and is currently in training. Len has a strong IT background.
- On September 8, 2018, Delane and Allyn participated in Family Day at the Farmer's Market in Central Park. The librarians set up the "Moo" story walk and shared information and produce from the Friends' Organic Garden and seeds from

- the Seed Library. They also played ukuleles with participants from F.U.N. and Uke Can Make Music to promote the library's ukulele makerspace offerings.
- Community School programming for the 2018-2019 school year begins the week of September 17th. Allyn will lead a weekly ukulele club at Faribault Middle School. Deni will host monthly book clubs at Jefferson Elementary and FMS. Delane will lead 3D printing club at FMS.
 - The library will be participating in the Faribault Diversity Coalition's International Day at the Washington Center on September 29, 2018.
 - The new bike racks have been delivered and will be installed near the current bike rack location. A ribbon cutting/bike rodeo is scheduled for September 27, 2018, from 3:30 p.m. – 5:00 p.m.
 - Delane and Deanna from the Economic Development Department will bring a proposal to the city council for installation of a permanent story walk Central Avenue that would start and end in front of the library. The funding for the project would come from a Federal grant received to improve the downtown area. Board Members suggested the possibility of having a Braille and talking book options.
 - Delane provided Board Members with copies of this year's proposed budget. The largest projects in the proposed budget are painting the entire interior of the library and replacing the flooring. Delane is looking for options to avoid completely closing the library during these projects. The city's new compensation study also impacts the library's 2019 proposed budget. The implementation of the study's finding upgrades the library director and librarian positions making the library its own department no longer under the Parks and Recreation Department.

TEEN ADVISORY BOARD REPORT: Student Board Representative Hannah Cannon had no report at this time.

SELCO REPORT: Mary Jane Holland attended the annual SELCO meeting of the corporation at the end of July and will attend the quarterly board meeting on October 23, 2018. SELCO is continuing to work on a new strategic plan for fiscal year 2019-2020 and updating of policies. Mary Jane will invite Dave Miller to attend as the representative from the Rice County Commissioners Board.

LONG TERM MEETING ROOM REQUEST: Marcy made a motion to approve the meeting room request from the Center for Early Childhood Development from the University of Minnesota. Travis seconded. All were in favor. Motion carried.

STRATEGIC PLANNING PROCESS

- Crystal made a motion to approve October 29, 2018, from 5 - 9 p.m. as the date for the Stakeholders Workshop. Seconded by Travis. All in favor. Motion carried.
- Delane will email the final drafts for the staff and stakeholders survey and community survey to board members for a final look, comments, and approval as soon as she receives them from Krista.

NEXT MEETING DATE: Monday, October 8, 2018--Tour of Gould Library at Carleton College. The Board will meet in Buckham Library's south parking lot at 5:30 p.m.

ADJORNMENT: The meeting was adjourned at 7 p.m. following a motion by Crystal and a second by Travis. All in favor. Motion carried.

Respectfully submitted,
Paula Hildebrandt, Library Receptionist