

**DULUTH PUBLIC LIBRARY BOARD**  
**Minutes of Regular Meeting**  
**October 23, 2018**

**Call to Order:** President Rosendahl called the meeting of the Duluth Library Board to order at 4:31 p.m. on Tuesday, October 23, 2018.

**Members Present:** Matt Rosendahl, Lizzy Luoma, Sue Henke, Sandy Scheiber, Betty Ramsland, Nick Foucault, Neil Glazman

**Also Present:** Carla Powers, community members: Debbi Rasmussen from the League of Women Voters, John Ramos of The Reader

**Absent:** David Sperl

Public comment period: no comments

**Minutes:** Minutes of the September 25, 2018 board meeting were approved as drafted with voice consent.

**Reports:**

- Accepted as submitted.

**Old Business:**

Advocacy update

- The Duluth News Tribune published a story about the Board's resolution last meeting on Saturday, October 20. Remarks to the press were made by board vice president Sperl. Rosendahl has received feedback from city councilors. When the resolution was sent via email to the city council, it was also immediately sent to the media because it was sent to councilors as a group rather than individually.
- Ramsland stated that members of Friends of the Library are continuing advocacy letters to the city council. The Foundation has not met since the GALA so no advocacy updates have been made.
- On Tuesday, November 13 from 5:45 to 6 p.m. Powers will present the 2019 library budget request to the City Council. There is no public comment at this presentation. All budgets will be finalized by the end of the year. Time for public comment would be in December when the budget is acted upon by the city council. Powers will notify the board when the time has been identified. Library supporters may choose to advocate on behalf of the library at that time.
- No new advocacy action will be made this month, as last month's resolution was sent only two weeks ago. Following the November board meeting, a letter will be crafted by the board to follow up with resolution sent last month.
- Erik Birkeland, Duluth's property and facilities manager, will be asked to report to the library board with information on costs for maintaining building, to keep the current building safe and functional.

Library Board vacancy

- One vacancy remains. No further applications have been submitted since the last board meeting. The city council will be asked to make an announcement at a meeting regarding this position. Signs for the vacancy and how to apply will be posted at all library branches. Members of the public are encouraged to apply.

## **New Business:**

### Library Usage Statistics

- Monthly data charts for each location on usage were provided for 2017 and the months completed for 2018.
- A decrease in usage of the main library is noted since Superior Street construction began. Mount Royal branch has seen a boost during these months. West Duluth has shown stable usage.
- The level of library programming has expanded over the years. Programming ideas are generated by library staff as well as community members who pitch program ideas. Powers stated that the library staff are trying to figure out how to balance programming with the current staff availability.
- There are no current state benchmarks for usage and programming. The national Public Libraries Association (PLA) will be referenced to look for comparisons with other libraries the size of DPL. In 2009, there was no programming for adults, however 130 programs have been offered so far in 2018. All of these programs have had community attendance.

### "We're Thankful for You" fine-free initiate for November 2018

- The Arrowhead Library Systems (ALS) has proposed that during the month of November, overdue fees and replacement card fee fines be waived for youth. Fines and fees can be a barrier for patrons' use of library resources. This initiative aligns well with the Port Card program for a fresh start to encourage youth to use the library. The patron would need to come to the library, outstanding fines would be forgiven, and a new card would be given without cost. Actual cost of lost or damaged materials would still be due. This would only be for youth. Motion to participate in the ALS initiative passed unanimously.

**Adjournment:** Meeting adjourned at 5:34 pm.

**Next meeting:** Tuesday, November 27, 2018; 4:30 p.m. in the Main Library conference room