

DULUTH PUBLIC LIBRARY BOARD
Minutes of Regular Meeting
February 25, 2020

Call to Order: Matt Rosendahl called the meeting of the Duluth Library Board to order at 4:30 on February 25, 2020.

Introductions unnecessary.

Members Present: Lizzy Luoma, Michelle Foshay, Stephen Welsh, Matt Rosendahl, Neil Glazer, and Sue Henke.

Also Present: Carla Powers (Library Manager), and John Ramos.

Absent: David Sperl and Betty Ramsland

Review and approve February Agenda

Motion by Glazman, seconded by Luoma, to approve the agenda as drafted. Motion approved unanimously.

Public Comments: None

Review and approve minutes from January 28, 2020.

Motion by Henke, seconded by Welsh, to approve the minutes as drafted. Motion approved unanimously.

Reports: Manager's report for February accepted as submitted.

Henke requested a copy of the Library Goals from last month's meeting and Powers said she'll send an electronic copy to the whole board.

Question about bathrooms: New restrooms open and feedback is positive. Youth bathrooms are being designated gender-neutral. They will continue to be for use by children and adults with children.

Old Business:

Every Child Ready Duluth Update:

Powers handed out the flyer that the library is using to explain ECRD.

A planning summit is being scheduled for late March. The consultant and staff will use the information gathered at summit to begin work on a strategic plan. Invitations will be sent out this week. Guests will include people from different organizations that represent a broad and diverse subset of groups that work with children, from childcare, health and medicine, parent supports, public health, etc. A member from each of the library's supporting organizations will be invited as well. The meeting is set to take place on Saturday, March 28.

The library has been approved for an AmeriCorps Vista position. Interviews will take place in the spring and position will begin in the summer.

New Business

Refund Policy:

Powers presented a refund policy that will be added to the circulation policy already on the library's website. The rest of the circulation policy was updated recently when the library went fine-free.

The refund policy states when patrons will be refunded and for how much. Refunds can be requested when a patron pays for a lost item and later finds it and turns it in. Refunds also can be requested if someone has a balance of more than \$5 loaded onto their library account for printing. Any credits left on library accounts when an account is deleted from the system will be considered a donation to the library. Accounts with outstanding charges or credits are deleted if they are expired for five years and have had no activity.

Motion by Henke, seconded by Welsh, to approve the policy as drafted. Motion approved unanimously.

Behavior Policy:

Powers presented an updated behavior policy meant to highlight behavioral expectations with examples that would violate the policy or the law. It details the circumstances that could lead to a patron being trespassed, as well as a process to appeal a trespass. The policy has been vetted by a City Attorney and Human Rights Officer Carl Crawford, who will oversee any appeals.

After discussion, the board recommended changing verbiage so that it's clear that someone can be trespassed not only for breaking the law, but also for repeatedly violating the behavior policy. Glazman inquired about protesters that are on property. Powers responded that people protesting on the library's sidewalks likely are protected by the First Amendment.

Motion by Welsh, seconded by Glazman, to approve the policy as amended. Motion approved unanimously.

Powers will amend the policy and send it to the City Attorney's Office for review. If further revisions are needed it will be placed on the agenda again next month.

Ongoing Business

Library Advocacy Update:

Sperl wrote a letter that was shared with Mayor and City Councilors. Luoma requested a copy of the letter, and Rosendahl said he will share it with the rest of the Board.

There was discussion about the upcoming City Hall Board recognition in early March, which will be a good opportunity to represent the Library. The Main Library building remains in need to repairs and/or renovation. Roof leaks continue to occur despite repairs that have been done.

There was discussion about the vacancy on the Board, and members were encouraged to continue to recruit within our networks.

Adjournment

Next regular meeting: March 24, 2020 at 4:30 at Main Library.