

DULUTH PUBLIC LIBRARY BOARD

Notice of Meeting

DATE: October 22, 2019

TIME: 4:30 p.m.

PLACE: Main Library Conference Room

AGENDA

Call to order

Review and approve agenda

Public comments (3 minutes per person)

Approve minutes of September 24, 2019 meeting

Reports

Library Manager's Report – Powers

Old Business

Gathering of Associated Library Advocates October 1, 2019

New Business

Photo policy

Port Cards

Ongoing Business

Library advocacy

Adjournment

Next regular meeting: Tuesday, November 26, 2019, at 4:30 p.m. in the Main Library Conference Room

DULUTH PUBLIC LIBRARY BOARD
Minutes of Regular Meeting
September 24, 2019

Call to Order: President Rosendahl called the meeting of the Duluth Library Board to order at 4:35 on September 24, 2019.

Introductions were made.

Public comments (3 minutes per person): None.

Members Present: Matt Rosendahl, Lizzy Luoma, Michelle Foshay, Stephen Welsh, Neil Glazman, Betty Ramsland, David Sperl, Sue Henke

Also Present: Carla Powers, Debbi Rasmussen (League of Women Voters), John Ramos (Duluth Monitor), Jim Filby Williams

Absent: None

Review and approve agenda:

Motion by Sperl, seconded by Ramsland to approve agenda as drafted. Motion carried unanimously.

Review and approve minutes from August 27:

Motion by Glazman, seconded by Sperl to approve as drafted. Motion carried unanimously.

Reports:

Friends of the Library Report

Written report was reviewed.

Library Manager's Report

Written report was reviewed.

Duluth Library Foundation Report

Rosendahl recapped the Foundation's Learning and Libations at the Library event that took place last weekend. The Foundation outgrew the space they had been using for this event and so they set up tents along Superior Street. Former Mayor Don Ness talked about the importance of the library. The Foundation showed a video that is available on social media. Carla talked about staff support for the library's work. Fundraising opportunities were presented to donors. Fundraising totals will be reported at the next meeting.

Old Business:

Gathering of Associated Library Advocates October 1, 2019 at Mount Royal.

Board presidents will present overview of what each board does, information will be shared about the early literacy initiative, and there is an optional dinner and conversation afterwards at Bulldog.

New Business:

City boards & Commissions Initiative

Powers outlined a new city-wide initiative to improve citizen access to and information about boards and commissions. In the future, applications for boards and commissions will be accepted only when there is a vacancy. There will be one application for each board. If applicants are interested in serving on more than one board they will need to fill out separate applications. Recordkeeping for all boards will be done on the Granicus software system used for City Council proceedings. Keeping all agendas and minutes in one place makes it easier for citizens to access them. The City Clerk has offered a training for the board on the Open Meeting Law. Board members agreed training and awareness would be helpful.

2020 fee schedule

Motion by Sperl, seconded by Glazman, to approve fee schedule as presented. Motion approved unanimously.

Ongoing Business

Library advocacy: Gathering of Advocates next week at Mount Royal. Budget presentation to City council is November 12 at 5:45 p.m.

Adjournment

Next regular meeting: Tuesday October 22, 2019 at 4:30 in the Main Library Conference Room.

Manager's Report to Library Board October 2019

Public Restroom Project. The work is continuing, and for the most part it has been minimally disruptive. Tying into existing plumbing lines proved to be more complicated than expected because of their proximity to the water line for the sprinkler system. On October 15 the sprinkler system had to be shut down, drained, and then refilled. This work set off the fire alarm, and the building was briefly evacuated out of an abundance of caution. Due to this unforeseen added plumbing work, the end date for the project has been pushed back to late November or early December.

Green Room Lights. While the Green Room is out of commission for the restroom project, new lights and controls will be installed. The existing controls began failing several years ago and could not be replaced due to the age of the system. Every time there's a program or meeting in the Green Room, library staff needs to go down the hall to the electrical room to turn lights on or off. The new system will make it possible to control the lights from inside the Green Room. The new lights will be more energy efficient than the current lights and provide less glare.

Hiring Update. Since last month's meeting we have hired two half-time Library Technicians and begun the onboarding process. One technician is working at the Main Library and the other will be working at Mt. Royal once she has finished her training at Main. We have completed interviews for the early literacy librarian position and made an offer to our top candidate. The new librarian will be starting in November.

Race Card Project. The Race Card Project is in full swing at the library, and participation has been excellent. We have invited City of Duluth Human Rights Officer Carl Crawford to partner with us in this project. This has amplified our message and increased community awareness of the project. The Race Card Project encourages people in our community to share their honest experiences of and thoughts about race. It gives voice to emotions that aren't often talked about or paid attention to. In our efforts to highlight the importance of serving all members of our community, we hope this project will continue to increase awareness and encourage thoughtful discussion of a potentially sensitive but important topic. On Thursday, November 7, Carl Crawford will host an event at City Hall where some race cards will be read and community members will have an opportunity to discuss experiences. A news story about this project can be found at: <https://www.wdio.com/news/duluth-participates-in-race-card-project/5511128/>

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Approved (DATE)
Duluth Public Library Board