

MINUTES of the Washington County Library Board
Regular Meeting at Library Administrative Offices
Woodbury, MN
August 25, 2008

Present:

Board: Ryberg, Alfveby, Hegberg, Schottmuller, Sievert, Sindelir, Vidlock
Staff: Conley, Manion, Johnson

1. Call to Order

Ryberg called the meeting to order at 6:35 p.m.

Pledge of Allegiance

2. Recognition of the Public

No public was in attendance.

3. Adoption of the Agenda

It was moved by Schottmuller and seconded by Vidlock to adopt the Agenda. Vote: All in favor. Motion passed.

It was moved by Schottmuller and seconded by Vidlock to adopt the Consent Calendar items, including the minutes of the July 28, 2008 meeting. There were no donations. Vote: All in favor. Motion passed.

4. Unfinished and New Business

A. Strategic Planning Process – Larry Timmerman

Larry Timmerman, Washington County Senior Planner, met with the Board to present a project summary and timeline for the development of a strategic plan, including a facilities plan. Timmerman outlined the project and proposed timeline for the development of the plans. He is developing a survey to help form the substance of focus group meetings with community leaders as well as online and written surveys of library users and non-users. Discussion followed. Board members encouraged Timmerman to continue the work with a County Board presentation on February 3.

B. 2009 Hours

Library Director, Pat Conley, recommended a revision of library hours beginning January 1, 2009, in order to provide adequate staffing during open hours. It can generally be stated that WCL branches are open about 18,400 hours per year in 9 locations with a staff of 66.9 of which 50 FTE are solely public service. In comparison, Ramsey County Library is open about 15,000 hours per year in 7 locations with a staff of 104 FTE. Safety and security issues also face WCL. In the last 2-3 years the library does not have enough staff on the floor in several locations to maintain a positive environment for library users while trying traditional library services. The Board asked Staff to continue work on the issue and gave its full support to the proposal. Conley will take the proposal to the County Board for final approval.

5. ADMINISTRATIVE REPORTS

A. Director's Report, including Financial Report

Conley updated the board on issues and projects ongoing in Washington County Library.

6. BOARD REPORTS

A. Board President's Report

B. Board Members' Reports

The meeting was adjourned at 8:40 p.m.

The next meeting will be Monday, September 22, 2008 at 6:30 p.m. at the Library Administrative Offices in Woodbury.