

Washington County Library Board
Regular Meeting
Library Administrative Offices
8595 Central Park Place
Woodbury, MN
July 23, 2012

Present

Board: Judy Bull, Herbert Japs, Gary Kriesel, Sara Meyer, Norm Nickerson,
Marie Skinner

Staff: Pat Conley, Joyce Schneider

1. Call to Order

Japs called the meeting to order.

2. Recognition of Public

Present: Alex Sheppard, Ginger Bolinger, Eric Sandin (Stillwater Gazette) and County Commissioners, Autumn Lehrke and Lisa Weik.

Bolinger indicated she was from Cottage Grove and was interested in the Library and the Board's activities. Sheppard indicated he was there to make a request regarding the Library's meeting room policies. He was accompanied by Commissioner Lehrke who represents the district he is in. Japs asked Sheppard to address the Board.

Mr. Sheppard explained to the Board that he was there to request the Board to review its current meeting room policy and in that review consider whether rooms could additionally be rented. He explained that through a nonprofit, Foundation for Wellness Professionals to which he belongs he gives free public presentations on health and wellness which are not for the purpose of marketing. His is a chiropractor. He has used the Park Grove library meeting room in the past but was recently denied use of the room. In Park Grove he has used the Country Inn & Suites along with the library but meeting rooms in Cottage Grove are limited and the library is a preferred space since it is separate and not disrupted by other activities. He has done presentations through Community Education but Community Education prefers they charge in that venue. Board members asked Sheppard several questions and indicated they would give his request consideration as they worked on the annual review of the Library policies. There also seemed to be some Board consensus that the existing policy may need some clarification. Conley indicated she would be discussing further with the Park Grove manager the particular situation Mr. Sheppard had described as well. The Board thanked Mr. Sheppard and Commissioner Lehrke for attending the meeting and bringing up the concerns.

3. Adoption of Agenda/Consent Calendar Approval

Nickerson moved adoption of the agenda, minutes of the previous meeting and the consent calendar including donations. Bull seconded. Vote: All in favor. Motion passed.

4. Unfinished and New Business

A. 2013 Request for Increased Hours/Days of Operation - Conley outlined for the Board the memorandum she had prepared regarding requesting increased Library hours of operation. The request was developed based on the Board's input along with feedback from members of the

Stillwater and Bayport library boards, planning survey comments on hours, and other community input, for example, the petition a student had brought to them last year as well as library service patterns and usage. The following day she would be discussing the request with the County Board in a workshop on Library hours. She indicated that the workshop would provide an opportunity for discussion as well as gives some direction to her as she finalized with County administration the pending Library budget proposal for 2013 which needed to be completed and then presented formally to the County Board on August 14th. Several board members expressed thanks to the library staff for their continued commitment to providing library service and managing coverage with the budget reductions and changes that have occurred. Consensus on the Board was restoring Monday open hours was a priority and if adequate funding could be found restoring Sunday hours at one or more locations. Board members cautioned that it was also important not to stretch staff too thinly. There is risk in too few staff at locations, service can suffer and senior management needs to be able to do other jobs besides keeping a building open. Conley asked that Library Board members try to attend the workshop the following morning.

- B. Public Request Concerning Meeting Room Policy – Conley reiterated that the Library Board would be reviewing the Meeting Room Policy along with the other policies at its September meeting. In the meantime she would be further researching other library policies, talking with the Public Works director regarding County meeting room policy and gathering some information that would be helpful in clarifying the current policy.

5. Director's Report

- A. School Districts & WCL – Conley, Commissioner Kriesel and board member Judy Bull have been meeting with the Stillwater School district discussing ways that the school and Library may work together. These discussions follow on the successful student library card registration last fall and interest by the school administration in physical delivery of library materials to the high school. On the latter idea Conley said that Stillwater Public Library already has a pickup and delivery procedure with the Stillwater prison so possibly setting up a similar procedure through them already had a working precedent. Conley has also been talking with school district administrators for the Mahtomedi area to identify areas of cooperative interests and they are interested in doing a push to make sure students are registered with the Library.
- B. Policy Review Schedule – Conley noted formal approval of any Library policy changes by the Board would be at the November meeting.
- C. Library Board Vacancy Update – Conley reported there were some Board vacancies coming up. Nickerson will not be eligible to serve again; Skinner should determine whether she is willing to serve again; there are a couple of applicants for the district two vacancy.
- D. NaCO Awards for Library Express, May 2012 – The awards from NaCO for the Library Express project will be formally presented at the County Board meeting occurring the following day, July 24. Yvonne Klinnert, County Public Information Manager had done the submission work that resulted in receipt of the awards.

E. Library Local Content Project – The Legacy project to purchase and upload local Minnesota author’s digital books through Overdrive working with the Midwest Publishers Association (MIPA) is close to a public launching. Joe Manion, Library staff and Sybil Smith, Smith House Publishing in Roseville have been working on the project along with Christine Simon, Library staff who is developing a method for the Library to receive the digital books. Conley passed out printed publicity that will be distributed announcing it very soon.

6. Board Reports

A. Board President’s Report – Japs reported library staff has recently assisted his spouse in downloading to a Kindle Fire. Schneider added that each library region now has one of the new Kindle Fire readers so library staff can get some practice with it as they are asked for assistance by library customers.

B. Member Reports- Meyer reported on the successful open house at the Valley branch which was held in June. She distributed booklets to the Board of the comments from the public and the results of a survey that was distributed as part of the open house activities. Skinner suggested the Library consider doing a workshop on how to download audio books. Schneider indicated she would forward this suggestion to Public Services staff.

7. Adjournment

The chair, Japs, adjourned the meeting at 8:05 p.m.

The next meeting is scheduled for September 24, 2012, at 6:30 p. m. at the Library Administrative Offices.