



**Minutes of the May 13, 2019 Meeting
Library Advisory Board**

PRESENT: Melissa Kuhl (Chair), Crystal Bauer (Vice Chair), Jayne Spooner, Marcy Irby, Luke Weng (Student Board Member), Delane James (Library Director), Paula Hildebrandt (Library Receptionist)

CALL TO ORDER: Crystal Bauer called the meeting to order at 6:00 p.m.

APPROVAL OF THE MINUTES: The minutes of the April 8, 2019 meeting were approved as written following a motion by Marcy and a second by Keri. The motion carried.

DIRECTOR'S REPORT: Library Director, Delane James reported on the following:

- Delane welcomed Luke Weng as the new Student Board Member. Luke had his board orientation with Delane prior to the meeting.
- Each Board Member received a summer reading program t-shirt along with the schedule of events. The program will have its kick-off registration day on May 31st with the first special program the following Friday. The first 500 kids who sign up receive a pool pass to the Aquatic Center and those who sign up after the pool passes are gone will receive a coupon for a Papa Murphy's mini pizza kit. The format will be a bingo card again as this was well-received last year. The Friends are again sponsoring this program.
- The Friends are sponsoring Green Card Voices, a traveling exhibit featuring immigrants from the Twin Cities, sharing their stories via stand-alone banners and online video recordings. The display will be in the hallway between the Library and the Community Center beginning May 31st through June 28th.
- The Faribault Chamber of Commerce will be hosting another round of Artists on Main Street. A local artist has submitted a proposal to put up a hummingbird sculpture on the Library's grounds. The piece would be made out of wood and stand 7 feet tall. Delane shared a picture. This request requires City Council approval.
- The Library received many boxes of donated books for the Faribault Public School's "Books on the Bus" initiative. The books have now been picked up.
- Sandra Thomas, a frequent library patron and volunteer, recently passed away and had designated the Friends of Buckham Memorial Library as a 2% beneficiary of her estate (\$35 – 40,000) and the Library as a 7% beneficiary (approximately

\$100,000). SELCO has a special foundation for gifts to be deposited with several options for how the funds are handled. Delane distributed the SELCO Library Foundation's Withdrawal and Deposit form to each Board Member. Sandra did not leave any stipulations for how the money is to be spent so the Library Board and the Friends will each be making determinations on how to use the funds. One possible idea is to use funds for the front of the library plaza/patio area renovation.

TEEN ADVISORY BOARD REPORT: Student Board Representative Luke Weng reported on the following:

- Ms. Deni had a library table at the spring celebration at the Middle School on May 9th.
- On May 14, Deni is having a special program from 6 – 7 p.m. called “Global Games with Mr. Fun” featuring toys and games from around the world.
- On May 21, Deni will host a parent information session in the youth activity area to talk with parents about the importance of the summer reading program.
- Summer Volunteering training dates have been scheduled.
- Books and Brownies and Pizza and Pages are suspended during the summer months while the reading program is happening.

SELCO REPORT: Delane reported that she will be attending an ILS Operations Committee meeting on Thursday, May 14th. She also reported that SELCO's reorganization seems to be going well as their staff members settle into their new roles.

STRATEGIC PLAN PROGRESS REPORT:

Delane reviewed the Strategic Plan Progress Report with the Board. In the report, Delane highlighted items that good progress has been made in green; items where some progress has been made were highlighted in yellow and tasks that haven't been started yet are highlighted in red. Under each task where progress has been made, Delane listed specific actions that have been taken related to individual tasks. Overall, good progress is being made with tasks for 2019.

DISCUSS 2020 BUDGET PRIORITIES:

The Board reviewed implementation task for 2020 with an emphasis on those that could impact the 2020 Budget. The following areas were identified and discussed:

- Elimination of library fines (generally \$14-15,000 collected each year). The Friends of Buckham Memorial have expressed an interest in helping with this process. Delane will talk with them further about this to see what they have in mind.
- Potential installation of a drive-through book drop (approximately \$30,000)
- Increasing library programming, including library outreach in unexpected places
- Potential increase of staffing should Sunday hours be added

NEXT MEETING DATE: Monday, June 10, at 6:00 p.m. on the 3rd floor.

ADJOURNMENT: The meeting was adjourned at 7 p.m. following a motion by Marcy and a second by Jayne. All in favor. Meeting adjourned.

Respectfully submitted,
Paula Hildebrandt, Library Receptionist