Minutes of the Monday, September 9, 2019 Meeting
Library Advisory Board

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

CALL TO ORDER: Melissa Kuhl called the meeting to order at 6:00 p.m.

APPROVAL OF THE MINUTES: The minutes of the August 12, 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:
- On August 16, 2019, Library Receptionist Julie Bruessel was honored as a
  "Hidden Gem" in the community for her exceptional work with the Boys' soccer
  team.
- On August 21, 2019, the Friends of Buckham Memorial Library, along with a
  designer from Perkins and Will, hosted a meeting to get input and ideas from the
  community about the Patio Plaza project. A general consensus was that the space
  should have exceptional seating as well as a performing area. People in
  attendance seemed pleased with the opportunity to voice their opinions.
- On August 28, 2019, Allyn and Deni, along with 2 teen volunteers, participated in
  South Central College's community resources event for students.
- On August 28, 2019, final approval was submitted for the redesign of the City's
  website. The new website launched September 5th.
- On August 14, 2019, Deni facilitated a group at SELCO's Camp Read-a-Lot.
  Camp Read-a-Lot is an opportunity for teachers and library staff to come together
  to read and discuss books as well as learn about new available resources.
- The Artists on Main Street sculpture "Flight of Colors" by Artist George Ponticus
  has been installed in the Friends' Organic Learning Garden.
- The funding for the carpeting and painting projects was approved at the August
  13th City Council meeting. Painting will start at the end of September. The
  carpeting project will begin in November. A quote for moving the Library's
  collections during the carpeting project is on the agenda for the August 10th City
  Council meeting.
- In August, Delane and other City staff members participated in trainings related to
  record retention, website accessibility, and archiving social media.

- Summer Library Program Statistics:
  - 856 kids signed up for the program
  - 434 of those completed half of the program
  - 301 completed the entire program

  There were:
  - 28 storytimes with a total attendance of 827
  - 20 Friday programs with a total attendance of 1845
  - 51 teens volunteers

TEEN ADVISORY BOARD REPORT: Student Board Representative Luke Weng reported on the following:
- 11 youth attended the Teen Advisory Board meeting today with 3 members.
- On September 26, 2019, the F.U.N. ukulele group will meet. Those attending must be able to play the basics.
- Storytime, Books and Brownies, Pizza and Pages, and Book Buds all resume starting this week.
- There will be no programming on September 19, 2019, as the librarians will be attending the Minnesota Library Association's annual conference.

SELCO REPORT: None available.

2020 Budget Process Update
- Delane has attended several budget work sessions. With current budget requests, the levy is higher than City Council members want it to be. Each Department Head will be looking at his/her specific budget to see where savings could be made.
- The preliminary levy has to be set and certified by September 30, 2019. After that time, the levy can be decreased but not increased prior to setting the final levy in December.
- City Council is looking at setting a policy for funding outside agencies.

Other
- None

Cancellation of Monday, November 11, 2019 Library Advisory Board Meeting
- Marcy made a motion to cancel the November 11th Library Advisory Board meeting; seconded by Crystal. All in favor.

Next Meeting Date: October 14, 2019, at 6:00 p.m. in the 3rd Floor Makerspace.
Adjournment: Meeting was adjourned at 6:20 p.m. following a motion by Keri and a second by Luke.

Respectfully submitted,
Paula Hildebrandt, Library Receptionist