



**Minutes of the Monday, March 8, 2021 Meeting  
Library Advisory Board**

Zoom Video Meeting  
Dial-In Information: +1 312 626 6799  
Meeting ID: 863 6156 9784

**Minn. Stat. § 13D.021 – Meeting by Telephone or Other Electronic Means; Conditions** - Minn. Stat. § 13D.021 provides that a meeting of a public body may be conducted via telephone or other electronic means if meeting in a public location is not practical or prudent because of a health pandemic or declared emergency.

**PRESENT:** Travis Davidson (Chair), Keri Simon, Melissa Kuhl, Isabell O’Connor, Nevaeh Weeg, Micki O’Flynn (SELCO Foundation Trustee and Friends Board Member), Delane James (Library Director)

**CALL TO ORDER:** Travis called the meeting to order at 6:00 p.m.

**APPROVAL OF THE MINUTES:** A motion was made by Kari to approve the minutes of the February 8, 2020 meeting and a second by Melissa. All in favor. The motion carried.

**REQUESTS TO BE HEARD:** None

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

- March 1, 2021 the library expanded Browse and Go to no appointment needed. Hours for Browse and Go are from 10:00 am to 6:00 pm. with a request to patrons to limit their visit to 1 hour.
- Staff moved the microfilm reader out of the History Room into the A/V Area and 1-hour appointments started today.
- Staff are working towards starting up computer service the first week in April. Computers have to be reconfigured to work with the new copier/printer which is being installed this week or the next. If all goes well, computer service could open up sooner. Computer turns will last for 1 hour.
- The supervisors are planning to launch evening and Saturday hours this spring.
- Lobby Pickup is still popular. There were 783 Lobby Pickups and 320 Browse and Go visits in February. The library plans to continue some type of lobby pickup in the future.
- Overdrive, SELCO’s digital content vendor, acquired RB Digital (Zinio magazines) and added approximately 4,000 digital magazines to the Overdrive collections. SELCO will be putting money in the budget to keep this magazine service going forward. Delane will be marketing this new collection in the near future.
- “Understanding Our Unique Communities” is a training series that SELCO has been hosting the last several months. As part of the series on March 3rd, SELCO invited Northfield Filmmaker Cecilia Cornejo to lead a conversation about her film “Ways of Being Home”. The film follows

the Hispanic community in Northfield and two of these families have mostly come from the same village in Mexico. When the library begins having in person programming, this might be a future programming possibility.

- February 17<sup>th</sup>, Deni and Allyn presented a bird watching program virtually. Forty people attended and several more watched the recorded edition. There are plans to host another birdwatching program in the spring.
- MLA's Library Legislative Week was the last week of February. On February 23<sup>rd</sup>, Delane and Jayne attended a virtual meeting with Representative Brian Daniels. It went well and Representative Daniels had good questions. Daniel's wife is a Friends Board member and their family is supportive of our library.
- On March 1<sup>st</sup>, a committee of the Friends met with a vendor about the second phase of the Plaza Project. The committee is looking at working with a vendor out of Albert Lea called RCP Shelters for the sunshades and another vendor, Anova, out of Winona for the furniture. This committee will give their recommendations to the whole Friends Board at their April meeting.
- Faribault District Schools is working with community partners on a "Cradle to Career" initiative. Delane is part of the Advisory Board for this initiative and is working with a subgroup on early grade reading.
- Delane will present the Library's City Annual Report to the Council on March 16<sup>th</sup>.
- The State Annual Report has also been finished. The report included many more facets related to the library's response to the pandemic. Delane requested a motion to accept the Annual Report.

Keri made a motion to accept the State Annual Report. Isabell seconded it. Motion carried. Travis will sign paperwork stating the Board accepts the report and Delane will then submit it and the report to State Library Services.

- Delane reminded everyone that April is election of officers.

**TEEN ADVISORY BOARD REPORT:** Nevaeh reported that at the recent TAB meeting they discussed the expanded Browse-And-Go and the bird watching event. Deni has started reading a new book, The Wizard of Oz, for the Weekly Read.

**SELCO REPORT:** No report as Jayne (SELCO Board Representative) was unable to attend this meeting.

SELCO Foundation Trustee Micki O'Flynn and Friends Board member reported on the interest rates of the CAPI fund and other CD funds. She suggested that in the 3<sup>rd</sup> quarter the Board look into other options for the funds. Micki suggested splitting the money between two different types of investments.

## **STRATEGIC PLAN**

The Board worked on updating the Building and Grounds and Programming Focus Area tasks in the Implementation Plan. Most changes were due to COVID-19. The Board made the following changes:

### **(Building and Grounds Focus Area)**

- 1b – extend to 2022
- 1c – extend to 2022
- 4a – extend to 2021

### **(Programming Focus Area)**

- 1a – extend to 2022
- 1b – extend to 2021

- 1c – extend to 2021
- 2a – extend to 2022
- 2c – extend to 2022
- 2d – extend to 2022
- 3a-3d – extend to 2022

**FINE FREE DISCUSSION:**

- The objective to reduce barriers to accessing library services is consistent with tasks in the Implementation Plan.
- Delane has started working on a PowerPoint presentation for presentation to the City Council. It includes such items as:
  - Other libraries are currently fine free
  - Reasons for going fine free
  - Budget impact
  - Number of borrowers blocked because of fines
  - Number of unpaid fines now
  - Questions still to be answered

**OTHER:** None

**NEXT MEETING DATE:** Monday, April 12, 2021, at 6:00 p.m. via Zoom meeting.

**ADJOURNMENT:** At 7:30 p.m. meeting adjourned.

Respectfully submitted,  
Linda Hanson, Library Technician  
Minutes taken via a recording of the February Zoom meeting.