



**Minutes of the Monday, August 9, 2021 Meeting
Library Advisory Board**

Buckham Library Great Hall

PRESENT: Travis Davidson (Chair), Jayne Spooner (Vice Chair), Keri Simon, Melissa Kuhl, Nevaeh Weeg, Delane James (Library Director), Amanda Gustafson (Guest)

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

APPROVAL OF THE MINUTES: A motion was made by Keri to approve the minutes of the July 12, 2021 meeting and a second by Jayne. All in favor. The motion carried.

REQUESTS TO BE HEARD: Amanda Gustafson attended and voiced her concerns about alternative ways to dispose of books. She brought up several options that she researched such as: working with public programs, having a penny sale, or a library semi-annual book sale. Travis thanked her for her concern and that the Board will do some research on this. Delane recommended that *Collection Development Policy* be placed on the next Library Advisory Board agenda and be reviewed by the Board in September.

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

- City Council Members responded positively to the fine free discussion at their July 20th Work Session. Jayne Spooner and Kathy Sandberg attended and provided support to the presentation. The library will become fine free on January 1, 2022 and staff will be preparing for this change.
- Margot Barry, a St. Kate's Master of Library and Information Science Candidate, will conduct a marketing audit for the library as a semester-long independent study beginning in September. At the end of the study, the library will receive a final report, including data collected, analysis of SWOT results and recommendations. The timing of this study works well as one of the library's tasks for 2022 is to create a new strategic plan.
- Construction on the sidewalk and parking lot are finished. The sidewalk was closed to re-route the drain spouts to the storm sewer system. This will prevent ice buildup and slippery conditions near the entrance during winter months. Patrons entered the library through the community center and the connecting hallway. During the two days new asphalt was applied to the community center and the library parking lots, patrons accessed both facilities through Buckham West's entrance.
- Delane gave the library's annual funding request presentation to the Rice County Commissioners at their Committee of the Whole meeting on August 3rd. The library is requesting a 3% increase for 2022. The presentation was well received.
- Night to Unite was held on August 3rd at Buckham Center. The library provided music by *Relativity* for the event.
- Delane is working with Jeff Lang from the Engineering Department to install a concrete bike pad in on the right side of the sidewalk near the entrance of the library.
- The final four story walk pedestals will be installed on Central Avenue in the coming weeks. There was enough money from the grant that funded the story walk to be able to change the story every month for about 5 years.

TEEN ADVISORY BOARD REPORT: Nevaeh reported that TAB welcomed two new members. They discussed the Faribault Reads project, the Harry Potter Take-N-Make, the Summer Library Program, and the Friends Plaza Dedication. Also, everyone was excited about the new upcoming Dungeons & Dragons program starting in September.

SELCO REPORT: Jayne was not able to attend the SELCO Board meeting due to illness but she reported that there was discussion at that meeting about changing up the sub-committees to encourage new participants.

LIBRARY PLAZA UPDATE:

- The Friends' will be donating the additional \$24,100 needed to cover the cost of the coating that will be applied to the concrete. The architect worked with the contractor to find a good match to the existing coating on the old entrance steps.
- Once the coating is applied, the lighting, railing and sod will be installed.
- Furniture has been ordered and the expected delivery is in October.
- Concern was expressed at the Friends meeting about the truncated dome warning strips as not being enough protection on the social seats. Delane is consulting with the City's Engineering and Building Code personnel for guidance.
- The Friends Plaza Celebration/Dedication will be on August 22nd from noon to 3:00 pm. There will be food for purchase and free cookies and water. Entertainment will be provided by a steel drum band and a bluegrass band.

2022 BUDGET PROCESS UPDATE

- The final levies for 2022 will be approved by Rice County and the City of Faribault on December 14th. Delane will keep the Board informed as budget work sessions continue.

FINE FREE DISCUSSION: The Fine Free implementation will be starting soon. Staff are planning to do some marketing to get the word out to everyone. The library will be working with SELCO to make sure that everything is in place and all the previous fines will be deleted from patrons' records starting January 1, 2022.

OTHER: Delane provided each member with an updated Implementation Plan. The new *Mobile Hotspot Lending Policy* was also distributed.

NEXT MEETING DATE: Monday, September 13th, 2021, at 6:00 p.m. in person in the Great Hall.

ADJOURNMENT: At 6:33 p.m. meeting adjourned.

Respectfully submitted,
Linda Hanson, Library Technician