



**Minutes of the Monday, August 12, 2019, Meeting
Library Advisory Board**

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

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

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

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

- Delane gave a presentation at the Rice County Commissioners' meeting on August 6, 2019 and requested a 3% increase in funding from Rice County. She brought props from maker space activities, including a new robot and virtual reality equipment. The presentation was well-received.
- At their July 18, 2019 meeting, the Friends of the Library approved the patio/plaza proposal from Perkins + Will. A family-friendly community engagement gathering is scheduled for August 21, 2019. Community survey is available at the Library's service desks. The Friends also voted to sponsor the Buckham Bench as a part of the downtown Mainstreet Project. The bench will include a history of the Library and the Buckhams.
- The Storywalk™ installation on Central Avenue will likely be installed in the next month.
- On July 23, 2019, SELCO staff members Donovan Lambright and Lindsey Larson made a site visit and discussed plans for new SELCO offerings to support member libraries.
- Mary Ellen Thomas recently passed away and remembered the Library in her will with a donation of approximately \$4000.
- Delane is presenting the proposal for the painting and flooring projects at the City Council Meeting on August 13, 2019. Painting of the Library will take place in September and October. The flooring will be replaced in November. The Library will remain open during these projects. Professional movers will move the collections in sections to the 2nd floor on large carts as needed. Materials that have been moved to the 2nd floor will be available upon request.

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

- The Harry Potter Concert on July 31, 2019 went well.
- There will be a couple more Book Buds opportunities before school starts.
- The last summer storytime took place on Thursday, August 8th. Kids were invited to wear their pajamas.
- 6 youth attended the last Teen Advisory Board Meeting.

SELCO REPORT: SELCO Representative Mary Jane Holland reported on the following:

- SELCO's annual meeting of the corporation was held on July 24, 2019.
- Changes to Library Legacy funding will be discussed at the August 13, 2019 Advisory Committee. An Overdrive break-out session will also take place at that Advisory Committee meeting.
- The SELCO re-organization has gone well and other SELCO Board Members had positive things to say about the new SELCO Executive Director and the re-structuring.

2020 BUDGET PROCESS UPDATE: Delane distributed information about the Library's requested 2020 Budget, Personnel Request, and Capital Improvement Plan. Delane met with Administrator Tim Murray and discussed increasing a current Library Technician position from 20 to 28 hours. This increase of hours would provide more makerspace opportunities related to 3D printing and other technologies. A drive thru book return is included in the Library's 2020 Capital Improvement Plan. The book return would be weather proof, hold up to 1200 books, and have electric carts to transfer books into the library with staff guidance. Delane reviewed the areas where she is requesting increases in the budget for 2020.

REVIEW FRIENDS OF THE LIBRARY POLICY: The *Friends of Buckham Memorial Library* policy was recently updated. The bylaws were previously updated in 1997. The Friends reviewed the *Friends of the Library Policy* also and made changes to coordinate with the changes made to the Friends' updated bylaws. Marcy made a motion to update the policy to reflect the changes to the Friend's bylaws. Crystal seconded. All in favor.

OTHER: Luke invited Board Members to the Faribault Youth Investment Activity Fair at the Faribault High School to be held on Tuesday, August 13, 2019.

NEXT MEETING DATE: Monday, September 9, 2019, at 6:00 p.m. in the 3rd Floor Makerspace

ADJOURNMENT: The meeting was adjourned at 6:50 p.m. following a motion by Jayne and a second by Luke.

Respectfully submitted, Paula Hildebrandt, Library Receptionist