



**Minutes of the Monday, September 13, 2021 Meeting  
Library Advisory Board**

Buckham Library Great Hall

**PRESENT:** Jayne Spooner (Vice Chair), Keri Simon, Isabell O'Connor, Crystal Bauer, Melissa Kuhl, Nevaeh Weeg, Delane James (Library Director), Micki O'Flynn (SELCO Foundation Trustee and Friends Board Member, Amanda Gustafson (Guest), Anna Rank (Guest), Martha Mielke (Guest)

**CALL TO ORDER:** Jayne 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 August 9, 2021 meeting and a second by Crystal. All in favor. The motion carried.

**REQUESTS TO BE HEARD:** Amanda Gustafson reiterated her concerns about alternative ways to dispose of books and was attending to hear the discussion about the *Collection Development Policy*.

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

- Friends of the Library Plaza celebration on August 22<sup>nd</sup> was a huge success. Over 150 people were in attendance during the 3-hour celebration. Big thank you to Paul Peanasky, Parks and Recreation and the Faribault Chamber of Commerce and Tourism for their help in preparing for the day.
- Today the prep work for the coating on the plaza began. Four to five days of no rain are needed to finish the coating process. The center handrail and the sod have been installed. Lighting will be installed once the coating is finished.
- Public Works installed a new stainless-steel cover for our outside book return. This replaces the old dented copper one.
- Building Official John Rued consulted with Karen Gridley, Construction Code Rep – Accessibility Specialist for the State of Minnesota about the safety concerns expressed by the visually impaired community regarding the plaza's social seats. Gridley concluded that the social seats are in compliance with building code and accessibility standards. Staff and Friends will continue to investigate solutions to address the concerns and are considering truncated domes, furniture placement and planters as warning cues for those areas.
- Buckham Library was a net lender for the fiscal year ending June 30, 2021. As a net lender, the library loaned more items to other libraries in our region than it borrowed from other libraries. SELCO Libraries that are net lenders receive an annual dividend to help encourage sharing of resources within the region. The amount of the dividend received was \$3,172.08. These funds will be used to purchase additional library materials.
- Faribault Futures class met in the Great Hall for their first meeting on September 9<sup>th</sup>. Delane welcomed the group and gave them a brief introduction to library resources.
- 261 youth registered for the Summer Reading Program. (61 more participants than in 2020.) Also, 175 "star readers" completed the program and received 4 free books and a pizza coupon. (70 more finishers than in 2020.) The star readers names appeared in the Faribault Daily News on September 3<sup>rd</sup>.

- Delane met with Margot Barry, a St. Kate's Master of Library and Information Science Candidate who will be conducting a marketing audit for the library as a semester-long independent study beginning in September.
- The library is partnering with Author Kevin Strauss who will lead 2 free online writing workshops for patrons of Buckham Library and other participating SELCO libraries. *Introduction to Creative Writing* will be held on Tuesday evenings starting October 5 and ending November 2<sup>nd</sup>. *Writing a Memoir* will be held on two Saturdays, November 6<sup>th</sup> & 20<sup>th</sup>.
- The library will host the Karst and Water Pollution exhibit from Minnesota Pollution in the adjoining hallway October 24-November 18, 2022.
- On the night of September 9<sup>th</sup>, the library had a forced entry burglary. The person was caught in the library by the Faribault Police Department. This person was a minor and is in custody. Delane is working with our security personnel to make sure our cameras, sensors and alarms are up-to-date.

**TEEN ADVISORY BOARD REPORT:** Nevaeh reported that TAB talked about the up-coming Dungeons and Dragons Club, Pizza and Pages and Books and Brownies. Deni is doing a Fairytale Fridays story time online and asked for suggestions. They also talked about the upcoming writing workshops.

**SELCO REPORT:** Jayne reported that SELCO is looking for sub-committee members. Micki brought up suggestions on different financial investments and handed out a sheet outlining the available options. This will be put on the next agenda to discuss.

**COLLECTION DEVELOPMENT POLICY:** Delane emailed 35 public library directors in the SELCO system and asked them how they handle discarded materials. Nine directors replied with the following information:

- 6 libraries sell discards on sale shelves or book sales
- 8 recycle unsellable materials
- 1 library uses Baker & Taylor's Sustainable Shelves program – libraries send discarded materials and B&T sells or recycles unsalable materials. Libraries receive a credit on their account for books sold.
- 3 libraries send discarded materials to Better World Books – BWB takes selected books which they sell and give some of the proceeds to the library and to a literacy project of the library's choosing.
- 2 libraries give discards to thrift stores
- 1 library puts books on a book cart with a free sign and pushes it out to the curb for the public to take
- 4 libraries responded that they can't give away public property
- The SELCO Public Library Consultant suggested changing the policy to be more flexible if changes were in accordance with statute, code and city policy.
- Delane will meet with the City Attorney to investigate options and will bring a draft policy to the Board for review at next month's meeting.

**OTHER:** None

**NEXT MEETING DATE:** Monday, October 11th, 2021, at 6:00 p.m. in person in the Great Hall.

**ADJOURNMENT:** At 6:40 p.m. meeting adjourned.

Respectfully submitted,  
Linda Hanson, Library Technician