CALL TO ORDER:
Cox called the meeting to order at 7:07 p.m. in the Conference Room of the Library’s Administrative Offices, 4570 North Victoria Street in Shoreview.

PUBLIC COMMENT/INTRODUCTION OF VISITORS:
Mayor Aplikowski and Geruth Buetow of Arden Hills were introduced, and gave a brief update on the mission and goals of the Arden Hills Library Task Force. Buetow’s father was the original architect for the facility, and her mother was a librarian for Ramsey County. She urged the Library Board to renovate the existing facility, rather than rebuilding on the same site, which is the current plan. The Task Force is seeking a library staff member to participate in meetings, a role that has been vacant since October due to staff turnover. Copies of a video produced by the City of Arden Hills and the North Suburban Cable Commission highlighting the library system and the Arden Hills location specifically were distributed to each Library Board member.

APPROVAL OF AGENDA AND MINUTES:
Anderson made a motion to approve the Library Board Agenda for January 19, 2005, the Library Board Minutes of December 8, 2004, and the Library Board Minutes of December 30, 2004, as presented. Weltzin seconded the motion, which was approved unanimously by the Library Board.

DONATION FROM COMMISSIONER REINHARDT:
Commissioner Victoria Reinhardt was present to formally donate a new Hewlett Packard desktop computer, to be used at the new Ramsey County Library in North St. Paul. The computer was won by Reinhardt at the Association of Minnesota Counties Conference in December. According to the Ramsey County Code of Ethics, County Commissioners and staff are prohibited from receiving gifts or prizes as a result of their association with Ramsey County. The Ramsey County Attorney’s Office was consulted, and determined that donating the computer equipment to the new Ramsey County Library in North St. Paul would be within County guidelines on gifts for employees and officials. The computer will be placed in the children’s area of the new library, and used to operate CD-ROM software.

Reinhardt thanked the Library Board for its support of the library system, and indicated her pleasure at being able to restore the library’s budget for 2005 to include funding for North St. Paul.

Norrgard made a motion to accept the Hewlett Packard desktop computer donated by Ramsey County Commissioner Victoria Reinhardt for use in the new library in North St. Paul. Anderson seconded the motion, which was approved unanimously by the Library Board.
Election of President: Anderson recommended that the election of officers for 2005 be postponed until at least six or preferably seven Library Board members are present to participate. Kessel noted that a newly-appointed Board member would have limited input on the elections, and suggested that the Board proceed as scheduled. The Library Board discussed whether the elections should proceed, consulting Robert’s Rules of Order, as well as the Board’s current By-laws and Policies. The By-laws state that the first meeting of January shall be the Annual Meeting.

Weltzin made a motion to table the election of officers for 2005 until the next meeting. Anderson seconded the motion. The motion was defeated by majority vote, with Cox, Kessel and Norrgard opposed.

Kessel nominated Norrgard and moved his election as President. Anderson seconded the motion. Cox nominated Weltzin and moved her election as President, seconded by Anderson. Anderson nominated Cox and moved her election as President, seconded by Norrgard. Cox nominated Kessel and moved his election as President, seconded by Anderson. Kessel declined the nomination. Norrgard made a motion to close the nominations, seconded by Kessel. The motion was unanimously approved.

The Library Board discussed the nominations on the table, and the benefits of continuity of leadership versus the benefits of rotating leadership. Secret ballots were cast for the slate of nominees, with two candidates each receiving two votes, and one candidate receiving one vote. A second secret ballot was cast, with two different candidates receiving two votes, and one candidate receiving one vote.

In the absence of a majority vote for the office of President, Norrgard made a motion to table the elections to the February 16, 2005 Library Board meeting. Anderson seconded the motion, which was approved by majority vote with Kessel dissenting.

Kessel made a motion, which was seconded by Anderson, to approve the 2005 annual schedule of meetings as amended. The February meeting, which will include presentation of schematic drawings for the remodeling and expansion of the Ramsey County Library in Maplewood, will be held at the library in Maplewood, and the April meeting will be held at Arden Hills. Originally, it had been proposed that the February meeting be held at Arden Hills, but lack of space for the architect’s presentation prompted the change. The motion was approved unanimously by the Library Board.

Responsible Authority Designation: Kessel made a motion to appoint Susan Nemitz, Library Director, as the ‘Responsible Authority and Compliance Officer’ for the collection, use and dissemination of data on individuals for the Ramsey County Library, as required by the Government Data Practices Act, Minnesota Statutes, Chapter 13. Norrgard seconded the motion, which was approved unanimously by the Library Board.
Internet Access Policy: Following a brief discussion to clarify current Internet access procedures, Anderson made a motion to re-affirm the current Internet Access Policy. Welzin seconded the motion, which was unanimously approved.

MELSA INITIATIVES:
MELSA’S Executive Director Marlene Moulten Janssen was scheduled to speak to the Library Board on MELSA initiatives. Due to Janssen’s absence at the meeting, the Library Board proceeded to the next item on the agenda.

FACILITIES PLANNING UPDATE—MAPLEWOOD:
Nemitz reported that the design team is finalizing its vision for the remodeled and expanded library in Maplewood. The vision may be narrowed if cost estimates exceed the available funding. Norrgard displayed draft schematic drawings developed by the architects, which are still being revised based on design team input. Issues including ownership of the wetlands south of the library, drainage requirements, and soil samples may impact the cost estimates.

Financing issues regarding a potential coffee shop in the library are still being worked through, and discussions are underway with the Friends of the Suburban Ramsey County Libraries regarding lack of sorting room and bookstore space during the construction period. Preliminary plans by the Library Board include moving the Friends’ sorting room and bookstore to the library in Roseville, but there would be a gap of 2-4 years between the Maplewood location closing and the availability of the new space in Roseville. Norrgard indicated that he has contacted Ramsey County to determine if there is any available storage space for the Friends to use in County-owned facilities during the interim.

INTRODUCTION OF LIBRARY DIRECTOR TO COMMUNITY:
The hiring of Susan Nemitz has resulted in a need to introduce the new Library Director to both the staff and the community. Nemitz is working with library managers to schedule visits at branch staff meetings, and is considering a series of “State of the Library” addresses to meet staff and provide updates on current initiatives.

Nemitz has also proposed scheduling events at each library to allow the public to meet the new Director, share suggestions and comments, and receive updates on current initiatives. If schedules allow, having one Library Board member at each of these public events would be desirable. Once dates have been established, Nemitz will contact the Board members to determine their availability.

CAPITAL IMPROVEMENT PLAN—PHASE II BONDING REQUEST:
Kessel made a motion to table this issue until after the Board’s upcoming retreat. Norrgard seconded the motion, which was approved unanimously by the Library Board. Staff will coordinate the date and location of the retreat.

ADULTS IN CHILDREN'S AREAS OF THE LIBRARY:
At the December meeting, Anderson distributed a news article describing how the Orange County Library in Florida has barred unaccompanied adults from lingering in the children’s areas of its branches, a policy that is among the first of its kind in the nation. Anderson suggested that the subject be discussed in conjunction with the annual affirmation of the Ramsey County Library’s Internet Access Policy.

The Library Board discussed the ramifications of such a policy, and determined that there are many legitimate reasons that adults use the children’s areas of the library, making enforcement of such a policy difficult and unpopular. Justifiable reasons raised during the discussion include parents, teachers, daycare providers, ESL students, and developmentally disabled adults. The Board determined that such a policy is unnecessary at this time.

DIRECTOR’S REPORT:
Nemitz’s written report for January was distributed prior to the meeting. The Library Board commented on the well-attended retirement party for Alice-Jo Carlson, held January 7 at the library in Roseville.
MELSA REPORT:
Nemitz indicated that MELSA is considering centralized initiatives as a mechanism for distributing its annual funding, rather than the formula-based grants that have been standard for many years.

FRIENDS OF THE SUBURBAN RAMSEY COUNTY LIBRARIES REPORT:
Weltzin indicated that the Friends did not meet in January. The Used Bookstore at the library in Maplewood made $28,700 in 2004. She also noted that the Friends set up an annual staff development endowment in Alice-Jo Carlson’s name, in the amount of $500 per year for 20 years. Beginning after the Annual Business Meeting in May 2005, the Friends will have a new committee structure, which will reflect the merger of the Friends with the Ramsey County Library Foundation.

NEXT MEETING:
The Library Board will hold a special meeting on Wednesday, February 2, 2005, to complete the Annual Meeting, including election of officers for 2005. The meeting will be held at the Library Administrative Offices, 4570 North Victoria Street in Shoreview, beginning at 7:00 p.m.

The Library Board’s next business meeting will be held on Wednesday, February 16, 2005, at the Ramsey County Library in Maplewood, 1670 Beam Avenue, beginning at 7:00 p.m.

ADJOURNMENT:
Following a motion by Kessel and a second by Anderson, Cox adjourned the meeting at 10:15 p.m.

Respectfully submitted,

Mary Larson
Library Board Coordinator