CALL TO ORDER:
Anderson called the meeting to order at 5:10 p.m. in the Conference Room of the Library Administrative Offices, 4570 North Victoria Street in Shoreview.

STRATEGIC PLANNING WORKSHOP:
Anderson indicated that the Ramsey County property tax levy currently includes approximately $1.2 million per year for Library debt service. The Library’s current debt will be paid in full with the 2003 tax levy, and the Library Board must determine what its priorities would be if the debt service levy is retained within the Library’s budget. The current annual levy for debt service levy would provide about $14.5 million in bond funding with a 20-year payoff.

Carlson reported that she has spoken with Michelle Wolfe, Arden Hills City Manager, to determine if the City of Arden Hills would be willing to provide a financial contribution to help keep the Library open in 2004. The City Manager reacted positively to the request, and proposed that it be discussed at the Arden Hills City Council meeting on October 27. Carlson reiterated to her that the funding needed is for books and building-related expenses, not staff salaries.

Commissioner Wiessner indicated that Ramsey County may consider using a portion of the Library’s debt service levy to fund a new suburban court center. The current suburban court in Maplewood is not adequate for the County’s needs. Carlson suggested that the suburban court building be made part of the expansion at the library in Roseville.

The Library Board reviewed the list of proposed capital projects and decided that the automated materials handling systems could be eliminated from the current cost estimates. Wettergren noted that the systems have not yet proven to save significant staff time or costs, and would be considered a long-term investment. As long as sufficient space is available, the systems could be added in future years when they have proved their cost-effectiveness. The Board also discussed the radio frequency identification (RFID) costs included in the estimates. Carlson and Wettergren indicated that the price for installing an RFID system at the Library would likely come down in time, and could be postponed.

Commissioner Wiessner suggested that the Library Board consider phasing the proposed capital projects, with the first phase being funded in 2004, and the second in 2005 or a subsequent year. The Library Board discussed this suggestion, and members offered their individual opinions on which projects would be included in Phase 1. The primary concern at Roseville is the lack of sufficient parking, while deferred maintenance is the top concern at Maplewood. Norrgard suggested the Maplewood be the first priority due to potential liability issues resulting from deferred maintenance.
Cox and Norrgard both indicated that land acquisition north of the library in Roseville should be included in Phase 1. Sandy Walsh, Library Manager, noted that the expansion and remodeling at Maplewood would result in increased revenue for the Library, from a proposed coffee shop on the main level and additional space for the Ramsey County Environmental Health Department on the lower level.

The Library Board determined three potential options for Phase 1 of the capital projects:
1. Maplewood design and construction; Roseville land acquisition; North St. Paul design and construction (total cost $12.5 million).
2. Roseville land acquisition and design; Maplewood design; North St. Paul design and construction; and $6 million toward construction costs at Roseville (total cost $12.5 million).
3. Roseville land acquisition and design; Maplewood design; North St. Paul design and construction (total cost $6 million).

Kessel spoke in favor of option three, suggesting that the County Board may be more likely to fund multiple phases in smaller amounts, citing concerns over arbitrage penalties and negative arbitrage costs. Carlson noted that the Library would be working with Ramsey County Budgeting & Accounting staff to structure any bond issuance in order to comply with State and Federal financing laws.

The remainder of the Library Board members and staff favored option one, which would include sufficient funding to complete an entire project. Most felt that Maplewood should be the top priority, due to maintenance that has been deferred for several years, and the potential for increased revenue.

Anderson made a motion to direct Library staff to propose the following ranked phases, in priority order, to the Ramsey County Board of Commissioners:
- Phase 1 – Roseville land acquisition; Maplewood design and construction; North St. Paul design and construction; Roseville design.
- Phase 2 – Any projects eliminated from Phase 1 by the County Board; Roseville construction; Arden Hills design.
- Phase 3 – Arden Hills construction.
Norrgard seconded the motion. Cox suggested a friendly amendment to substitute Arden Hills design in Phase 1 instead of Roseville design. Anderson did not accept the friendly amendment. The motion was approved by majority vote, with Kessel dissenting.

Commissioner Wiessner suggested that Carlson meet with the County Commissioners individually before the debt service hearing on October 29 to outline the Library Board’s proposal. Norrgard volunteered to assist Carlson with these meetings if needed.

Carlson indicated that the Ramsey County Library Foundation has not been able to achieve significant success in fundraising for the Library. She asked the Library Board to direct staff to begin fundraising efforts, citing the past successes in obtaining sponsors and donations for the Summer Reading Program. Bartell made a motion, seconded by Murray, to authorize staff to begin fundraising, working with the Executive Committee of the Library Board to develop a fundraising plan, and pending approval from the full Library Board prior to implementation. The motion was approved by unanimous vote.

**NEXT MEETING:**
The next meeting of the Library Board will be held Wednesday, November 19, 2003, at the Ramsey County Library Administrative Offices in Shoreview, 4570 N. Victoria Street, beginning at 7:00 p.m.

**ADJOURNMENT:**
Following a motion by Cox and a second by Wolsfeld, Anderson adjourned the meeting at 7:05 p.m.

Respectfully submitted,
Mary Larson
Library Board Coordinator