LIBRARY BOARD MEMBERS PRESENT:
Matthew Anderson, Victoria Cox, Bruce Kessel, Roberta Weltzin

LIBRARY BOARD MEMBERS ABSENT:
Bridget Murray, David Norrgard, Susan Wolsfeld

STAFF MEMBERS PRESENT:
Alice-Jo Carlson, Library Director; Mary Larson, Library Board Coordinator; Laura Johnson, Communication and Programming Manager; Sandy Walsh, Public Services Manager; Nicole Herold, Mounds View Library Manager

OTHERS PRESENT:
Jan Parker Wiessner, Ramsey County Commissioner; Mary Anne and Arnold Lindberg, Friends of the Suburban Ramsey County Libraries

CALL TO ORDER:
Cox called the meeting to order at 7:00 p.m. in the Meeting Room of the Ramsey County Library in Mounds View, 2576 County Road 10.

PUBLIC COMMENT:
There was no public comment.

APPROVAL OF MINUTES:
Anderson made a motion to approve the Library Board minutes of April 21, 2004 and the Strategic Plan Workshop notes of May 4, 2004 as presented. Weltzin seconded the motion, which was approved unanimously.

SALE OF FORMER NORTH ST. PAUL LIBRARY FACILITY:
Carlson reported that the sale of the former library facility in North St. Paul to the National Association of Letter Carriers (NALC) was approved by the Ramsey County Board of Commissioners on May 18, 2004. She also noted that Carol Morphew of Ramsey County Property Management has been assigned as the Library’s project manager for the Maplewood project.

FIVE YEAR FINANCIAL PROJECTIONS:
Several months ago, the Library Board requested that staff develop budget projections for the next five years. Library staff worked with Ramsey County Budgeting and Accounting to develop assumptions and financial projections that include increases associated with the Library Board’s three-phase capital improvement projects. Larson also distributed charts illustrating the changes to the Library’s operating, debt service, and overall levies for the years 2000-2010.

The Library Board discussed the financial projections as presented. Kessel requested that data regarding the approved FTE and book budget for the years 2000-2010 be provided. This information will be distributed to the Library Board members via e-mail.

STRATEGIC PLANNING PROCESS:
The drafting committee met recently and refined the draft mission and vision developed by a staff subcommittee. The draft incorporates the ideas put forth at the workshop on May 4. Walsh read the draft mission and vision aloud. The drafting committee will meet again to develop goals and objectives.
LIBRARY BOARD BY-LAWS:
To help the Library Board deal effectively with the increasing number of items on each meeting agenda, Carlson has proposed that the Library Board adopt a consent agenda format. With a consent agenda, items that are considered routine are grouped together and enacted by one motion. There are no separate discussions for each of the consent items, unless a Board member so requests. In this case, the item is removed from the consent agenda and considered elsewhere on the agenda. The consent agenda is followed by action items, discussion items, and lastly reports. This format ensures that the Library Board would discuss the most important items early on the agenda, rather than the current format which places them toward the end of each meeting when energy levels are flagging. Implementing this change would require the Library Board to revise its by-laws, approved at the Annual Meeting in January.

Anderson made a motion to approve a change to Article III, Section 5: Order of Business, of the Ramsey County Library Board By-Laws which adopts the consent agenda format as proposed by the Library Director and Library Board President. Weltzin seconded the motion, which was approved unanimously.

PARENTING AND TEEN RESOURCES AT THE LIBRARY IN ROSEVILLE:
In August 2003, the Ramsey County Library Foundation received a donation from the Mayors’ Commission Against Drugs (MCAD) in the amount of $8,547.20. MCAD was a commission forged by the mayors of Falcon Heights, Roseville, Lauderdale and Little Canada, and was funded for thirteen years via grants from the Minnesota Department of Human Services Chemical Health Division. The commission was terminated December 31, 2002.

During its existence, MCAD received donations to support and supplement the goals of the grants. The MCAD Board determined that any of these funds left at the termination of the commission should be donated to area public libraries in order to use the funds in ways consistent with the donors’ intents. The funds were donated for acquisition of library materials related to the prevention of alcohol, tobacco and other drug use, including but not limited to development of parenting skills.

The Foundation requested library staff to obtain community input into a plan to utilize the funds. Roseville manager Lynn Wyman and Communication/Programming Manager Laura Johnson worked with community experts to develop a proposal for utilizing this donation.

As part of the three-pronged proposal developed, Library staff will select books, videos, CDs, pamphlets, periodicals and related materials on drugs and drug use, building self esteem, popular hobbies, parenting teens, and healthy activities (i.e. skateboarding). Staff will use a variety of selection tools, including reviews, teen input and suggestions from planning group members.

Staff will participate in dialogue sessions led by Ramsey County Public Health on adult and teen connectedness, as staff are often the caring adults in teen lives.

Community programs will also be held on topics that may include: dialogues with teens and their parents featuring a resource panel of other teens and adults who work with teens; sessions on hobbies or healthy activities for teens; and workshops with presenters such as Tou Ger Xiong, SOS Players, Barbara Coloroso (author of Kids Are Worth It! and The Bully, the Bullied and the Bystander) and experts in skill building tools.

DIRECTOR’S REPORT:
Carlson’s written report for May 2004 was mailed to the Library Board prior to the meeting. She also noted that the legislation allowing the Ramsey County Library levy to be listed separately on the property tax statements was not approved during the 2004 session, since it was attached to an omnibus funding bill that was not enacted. In 2003, the legislation was approved in committee, but inadvertently omitted from the final bill that was approved. The proposed legislation will be presented again next year, or in the 2004 special session if called. Carlson also indicated that the Friends voted at the Annual Meeting in May to authorize the process of merging the Friends and Foundation groups into one entity.
MELSA REPORT:
Wiessner noted that the majority of money earmarked by the State for Regional Library Basic System Support (RLBSS) is retained by the State Department of Education, for the purpose of operating the State Library Services and School Technology division.

FRIENDS OF THE SUBURBAN RAMSEY COUNTY LIBRARIES REPORT:
Weltzin reported that the Friends Used Book Store in the Library in Maplewood earned $26,424 in 2003, with more than 600 “loyal buyer” cards being redeemed during the year. Mary Anne Lindberg noted that school libraries are being closed in parts of Minnesota, which creates additional demand on public libraries.

RAMSEY COUNTY LIBRARY FOUNDATION REPORT:
Kessel had no report on Foundation activities, since the group is inactive during the merger process with the Friends. Kessel noted that he attended the Friends Annual Luncheon, and urged other Library Board members to attend in the future.

NEXT MEETING:
The Library Board’s next meeting will be held Wednesday, June 16, 2004, in the Conference Room of the Library Administrative Office, 4570 North Victoria Street, beginning at 7:00 p.m.

ADJOURNMENT:
Following a motion by Anderson and a second by Kessel, Cox adjourned the meeting at 8:15 p.m.

Respectfully submitted,

Mary Larson
Library Board Coordinator