LIBRARY BOARD PRESENT:
Beverly Aplikowski, Paula Mielske, David Norrgard, Burton Nygren, Janice Rapheal, Roberta Weltzin, Lori-Anne Williams

STAFF PRESENT:
Susan Nemitz, Library Director; Mary Larson, Library Board Coordinator; Sandy Walsh, Deputy Director

OTHERS PRESENT:
Jan Parker, Ramsey County Commissioner; Sue Gehrz, Arnold & Mary Anne Lindberg, Friends of the Ramsey County Libraries; Rick Moses, New Brighton; Dean Lotter, New Brighton City Manager; Meagan Beekman, Arden Hills City Planner; Pat Klaers, Arden Hills City Administrator; Mia Blanchett, Hammel, Green and Abrahamson (HGA); Jane Bacon, Zola Hardwick, June Loomis, White Bear Lake

CALL TO ORDER:
Williams called the meeting to order at 6:30 p.m. in the Community Program Room of the Ramsey County Library in Roseville, 2180 Hamline Avenue North.

PUBLIC COMMENT:
Rick Moses, New Brighton resident, spoke regarding his aversion to the parking spots for compact & fuel efficient vehicles at the Roseville Library. As a public facility, he feels it is wrong to have preferred parking for any group besides the required handicap-accessible spots.

Norrgard explained that, as a potential LEED-certified building, designated spots for fuel efficient vehicles and car pools were a requirement. He also noted that more than 600 vehicles qualify as fuel efficient, not just hybrid or electric vehicles. Nemitz reported that she has received several complaints regarding the designated parking, more than any other issue in the newly remodeled and expanded facility.

APPROVAL OF AGENDA AND MINUTES:
Norrgard made a motion to approve the agenda for July 21, 2010, and the minutes of May 19, 2010, as presented. Aplikowski seconded the motion, which was approved by unanimous vote.

RESOLUTION REGARDING THE RETIREMENT OF GENENE MCNABB:
Norrgard made a motion to approve the Resolution Regarding the Retirement of Genene McNabb, and to authorize the Library Board Chair to sign it. Aplikowski seconded the motion, which was unanimously approved.

APPOINTMENTS TO AD HOC COMMITTEES:
In addition to the Library Board’s Personnel Subcommittee, and the annual liaison to the Friends, the Library Board may also appoint members to serve on ad hoc committees as needed. Two appointments are proposed in response to developing facilities-related issues:

Arden Hills Task Force
With the completion of the feasibility study by HGA of the New Brighton Family Service Center, a proposal from Presbyterian Homes to consider, and one-time funding that expires at the end of 2010, an official Library Board appointment to the Arden Hills Task Force is critical. Mielske has volunteered to serve as the Library Board representative to this group.

White Bear Lake Task Force
Forty to fifty members of the White Bear Lake community met on June 10 and July 14 to discuss the status of the White Bear Lake Library. Frustrations were expressed by citizens at reductions in staff, the weeding of the collection and the
state of the facility. Concerns about the Library’s master plan and vision for the branch were stated. The group discussed the possibility of pulling out of the Ramsey County Library system and pursuing an associate library status like the Stillwater Public Library. An ad hoc task force is being developed to determine the community’s vision for the White Bear Lake Library. Weltzin has volunteered to serve as the Library Board representative to this group.

Norrgard made a motion to appoint Paula Mielke as the Library Board representative to the Arden Hill Task Force, and Roberta Weltzin as the Library Board representative to the White Bear Lake Task Force. Aplikowski seconded the motion, which was approved unanimously by the Library Board.

2010 SECOND QUARTER REPORTS:
The Library Board reviewed the second quarter workplan, financial report, statistics and incident reports as submitted.

RENTAL FEE FOR VIDEO GAMES:
The Library has been circulating video games in the Nintendo Wii, PlayStation 3 and Xbox 360 formats at the Maplewood, Roseville and Shoreview branches since March 1st. Many titles have sizeable request lists. In March, the Library created rules for circulating video games modeled on the rules for DVDs:

- 7-day loan period
- Requestable for RCL patrons, non-requestable via ILL
- Renewable (2 times)
- $1.00/day overdue charge, up to a maximum of $10.00
- $5.00 recopying charge for lost instruction booklets
- Returnable to any public library

At the same time, the Library Board approved the following rental fees and circulation rules for rental games:

- Daily rental fee of $1.00
- Maximum rental fee of $50.00 or the cost of item, whichever is less
- Limit of 2 games may be checked out to each patron
- $5.00 recopying charge for lost instruction booklets
- Must be returned to an RCL library (items returned to other library systems will not be backdated)
- Will hold for a maximum of 1 hour for patrons calling ahead

The rental collection has not been as successful as the free collection. Some titles have not yet been rented. Several patrons have suggested reducing the fee structure to make the program more affordable. As a result, the Library suggests reducing the daily rental fee to 50 cents.

Aplikowski made a motion to approve the change of fees from $1 per day to 50 cents per day for the rental collection of video games. Nygren seconded the motion, which was approved unanimously.

PROTESTED ART POLICIES:
The Library and the North St. Paul-Maplewood-Oakdale Community Education Program collaborated for the UnReserved: Emerging Arts Station at the Ramsey County Library in Maplewood. This successful partnership was funded through Minnesota State Legacy Funds. This project, as well as art funded through donations, raises the possibility of protests of visual arts pieces within library spaces. Library staff is recommending potential changes to the Protested Materials Policy and the Exhibits Policy to address any future concerns.

The Library Board agreed that including language regarding the public’s right to protest works of art or exhibits was valid, and made several suggestions to the proposed wording. Staff will bring the revised policy back to the Library Board in August for approval.

2010-2011 BUDGET UPDATE:
On June 14, 2010, the Library’s budget meeting with the County Manager and Director of Budgeting and Accounting was held. At the meeting, the Library’s Performance Measures and Critical Success Indicators were discussed, as well as current issues facing the Library and Ramsey County as a whole. Following the meeting, all departments were asked to submit a one-page form outlining opportunities and challenges that may impact the 2012-2013 budget. The performance measures, and the opportunity and challenges, will be discussed at the Library’s County Board hearing on July 30, 2010.
The Library’s levy reduction for 2010 remains at $92,967, which will be offset by staff vacancies and contingency funds in the collection budget. Staff FTE will reduce by 1.62 effective January 1, 2011.

ARDEN HILLS UPDATE:
Mia Blanchett of Hammel, Green & Abrahamson (HGA), was present to review the feasibility study on the proposed library space in the New Brighton Family Service Center.

The team first evaluated the current Arden Hills library facility, and determined that building out space at the New Brighton Family Service Center would be more cost effective than remodeling the existing building, and it would result in nearly the same amount of usable public space. The current facility is lacking in its capacity for technology, and has major mechanical problems.

Blanchett indicated that a bump-out on the existing facility would be needed to meet the Library’s program needs. Additional parking would also be needed, especially during the high-usage winter months. The estimated cost of the renovation, bump out, and furniture, fixtures & equipment (FF&E) for the space is $1.2 million dollars.

Nemitz stated that she will bring operating cost data to the Library Board’s August meeting for comparison between the existing facility and the proposed new facilities. She noted that both cities have been extremely helpful during this data gathering process. Potential lease terms from the City of New Brighton were included for the Library Board’s review.

The Library Board discussed the timing of the Arden Hills project, noting that expanding the library in Shoreview was the next project identified in the Facilities Master Plan. Shoreview, which was identified as the third regional library in suburban Ramsey County along with the libraries in Roseville and Maplewood, currently has an inadequate facility, hours and collection to serve as a regional library. Nemitz indicated that the rising cost of operating the facility in Arden Hills forced that facility to be next in line after Roseville. Also, the library is unlikely to receive an operating cost increase sufficient to expand Shoreview to regional services in the next few years, while addressing the Arden Hills facility issues will result in budget savings.

Parker also noted that moving forward with the Arden Hills project would strengthen the commitment to the Facilities Master Plan, building momentum for the next project. Nemitz concurred, stating that the new libraries have raised expectations in the community, with each success leading to the next project.

Nemitz noted that the proposal from Presbyterian Homes and Services for a co-located library facility in Arden Hills continues to develop. A presentation will be made at the Library Board’s August meeting regarding the proposal.

ROSEVILLE LIBRARY GRAND OPENING UPDATE:
Over 8,500 library patrons showed up for the Library’s Grand Opening on July 10. The day was filled with panel discussions on building features, water management tours, music performances, and children’s and teen activities.

The days leading up to Grand Opening were very busy. Computers, sounds systems, AMH, and RFID equipment were configured, tweaked, and installed. Interior signage was installed and monument signs were constructed. The Children’s Garden was planted in late June and the fence and playground surface were installed in the final days before the opening.

Staff received training on new equipment and systems, but training is far from complete. Training continues on the VoIP phone system, the AMH, and CircIT software (the RFID checkout/checkin software). Emergency procedures and building security training is essential and has been done only very basic way.

The Friends and the Library hosted several large events in June. There was an Open House for all library staff on June 24. The Friends held a donor reception on June 25; over 50 Roseville Rotary members and guests met for lunch and library tours on June 28; over 200 library volunteers joined us for a dessert reception on June 29.

Tours were provided to the Falcon Heights/Lauderdale Lions, to the Ramsey County Commissioners, to individual major donors, and to State Senator Mindy Greiling. Kare11, Pioneer Press, Star Tribune, Roseville Review, MPR, and cable TV reporters toured the library prior to the grand opening.
The public’s reaction to the building has been overwhelmingly positive. People of all ages have expressed their appreciation for the new library. There have been a large number of first-time visitors to the library.

There are a number of patron recommendations that we hope to incorporate into the building—increasing the number of catalog computers, including some sit-down PACs; adding an automated door opener to the Children’s Garden door; looking at the possibility of preferred parking for seniors and individuals with mobility concerns.

Still to be done:
- McGough is pricing a Corian cap for the banister and an attractive wrap for the cistern pipe.
- Limiting access to the staff elevator on the upstairs level.
- Installing the mobile computer lab.
- Installation of the cistern mosaic.
- Friends purchase of art.
- Final interior signage installation.
- Delivery of 25 armchairs.
- Order and delivery of staff room furniture pieces.
- Installation of Watershed interpretive signs (July 26)
- Delivery and installation of circ workroom roller system.

DIRECTOR’S REPORT:
Nemitz’s July 2010 report to the Library Board was mailed prior to the meeting. (Available upon request) Nemitz noted that it was Nygren’s final meeting as a Library Board Trustee, and thanked him for being a great asset to the Library Board.

MELSA REPORT:
No report.

FRIENDS OF THE LIBRARY REPORT:
Between April 25 and July 10, Friends volunteers were involved in 17 events. With the help of Library staff, the Friends had gross revenues of over $11,000 from selling books, media, furnishings, and memberships at the June Book-A-Palooza. The Friends netted another $1,700 from the Linder’s Garden Center Coupon project in May.

In addition, a total of $341,840 for the Roseville Library Capital Campaign has been raised so far from donations, sponsorships, grants, pledges, and in-kind. The first annual “BookIt 5K Walk/Run” was a great success with 368 participants of all ages. Net proceeds from that event were $3,784 allocated to the Children’s Reading Garden. In spite of a fierce storm, a fantastic reception was held on June 25 for major donors to the campaign. With the sponsorships from Thrivent Financial, Fairview Liquors, and Dunn Bros and the fun live auction, nearly $3,000 was netted from that event. Sources of campaign revenues to date include the following:

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Bookplate sales</td>
<td>$10,558</td>
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<tr>
<td>Garden pavers</td>
<td>24,217</td>
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<tr>
<td>Naming Rights</td>
<td>44,220</td>
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<tr>
<td>Memorial benches</td>
<td>7,326</td>
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<tr>
<td>General Donations</td>
<td>66,722</td>
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<tr>
<td>Furniture sales</td>
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<tr>
<td>Pledges</td>
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<td>Watershed grant</td>
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<tr>
<td>In-kind</td>
<td>82,766</td>
</tr>
<tr>
<td>Total revenues</td>
<td>$341,840</td>
</tr>
</tbody>
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More than half of the funds raised are being used for equipment, furnishings, and technology for the children’s indoor area and garden and for the teen room.

NEXT MEETING: August 18, 2010, RCL – Maplewood, 3025 Southlawn Drive, 6:30 p.m.
MEETING ADJOURNED 8:25 p.m.

Respectfully Submitted,

Mary Larson,
Library Board Coordinator