LIBRARY BOARD PRESENT:
Robert Lamb, David Norrgard, Burton Nygren, Roberta Weltzin, Lori-Anne Williams

LIBRARY BOARD ABSENT:
Matthew Anderson, Beverly Aplikowski

STAFF PRESENT:
Susan Nemitz, Library Director; Mary Larson, Library Board Coordinator; Lynn Wyman, Assistant Director; Sandy Walsh, Assistant Director; Bill Michel, Roseville Library Manager; Julie Neville, Library Facilities Manager;

OTHERS PRESENT:
Sue Gehrz, Mary Anne Lindberg, Arnold Lindberg, Friends of the Suburban Ramsey County Libraries; Jan Parker, Ramsey County Commissioner; Gary Davis, Assistant Ramsey County Attorney

CALL TO ORDER:
Williams 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:
No public comment.

MOUNDS VIEW LIBRARY REPORT:
Nemitz noted that a written report of activities at the Ramsey County Library in Mounds View was prepared by Carrie Watts, Library Manager. Watts, who began a 3-year term as manager-trainee in January 2008, was unable to attend the meeting.

APPROVAL OF AGENDA AND MINUTES:
Norrgard made a motion to approve the agenda for September 17, 2008, and the minutes of August 20, 2008, as presented. Nygren seconded the motion, which was approved by unanimous vote.

MELSA JOINT POWERS AGREEMENT:
Following the merger of the Minneapolis and Hennepin County Library systems in January 2008, the MELSA Board of Trustees is recommending a revision in the Joint Powers Agreement. In addition to updating the wording to reflect the merger of the two systems, the revisions include grammar corrections, revised language regarding terms of trustees, and new wording regarding insurance and indemnification.

Norrgard made a motion to recommend that the Ramsey County Board of Commissioners approve the “Third Amended and Restated Agreement Creating Metropolitan Library Service Agency,” subject to the final approval of the Ramsey County Attorney’s Office. Nygren seconded the motion, which was approved by unanimous vote.

STATE LIBRARY CONSTRUCTION GRANTS:
A competitive State Library Construction Grant Program began in 1994 as a grant to remove architectural barriers in public library buildings. In 2005, the legislature amended and expanded this legislation to include general renovation, expansion or construction of a new library building. The maximum accessibility grant was increased to $200,000 with construction grants capped at $1 million. Since 2005, six library buildings have benefited from dollar to dollar competitive construction matching grants totaling $1,583,249.
The 2008 legislature appropriated $1.5 million for the FY2009-2010 biennium. The grant cycle for Public Library Accessibility and Construction grant program began July 1, 2008, with paper applications due by October 24, 2008. An advisory grant review committee meets November 10, 2008 and forwards its recommendations to the Commissioner of the Minnesota Department of Education, who by statute determines the grant recipients. Successful applicants should begin their projects in spring 2009.

The acceptance of a State Library Construction Grant has several repercussions for the short and long term operation of the county library. Gary Davis, Assistant Ramsey County Attorney, prepared a memorandum outlining these repercussions.

The Library Board members shared their concerns regarding several provisions of the grant, and the possibility of Ramsey County reducing its bond financing if a State grant is awarded. Nemitz noted that some provisions may not be applicable to RCL, and they are not in the original statute creating the grant program.

Lamb and Williams recommended that RCL apply for the maximum grant amount of $1 million dollars, but not accept the grant if awarded until all concerns have been addressed. Nygren concurred with this suggestion.

Norrgard opposed applying for the grant at the present time. Weltzin noted that, historically, smaller libraries have received most of the State Library Construction Grant funding. She also noted that the grant will be awarded after the value engineering of the Roseville expansion/remodeling project is completed, when it may be too late to add back design elements or square footage. Despite these concerns, Weltzin felt that the Library should apply for the grant, but delay signing any agreement unless the terms are deemed acceptable.

Nemitz noted that grants over $5,000 must be approved by the Library Board prior to acceptance. If awarded, the grant would also need to be approved by the Ramsey County Board of Commissioners because acceptance would convey pro-rated ownership of the Roseville facility to the State of Minnesota.

Nygren made a motion to direct Library staff to complete and submit the State Library Construction Grant application in the amount of $1 million dollars. Lamb seconded the motion, which was approved by majority vote. Norrgard dissented.

**NAMING RIGHTS POLICY:**

Although the Friends of the Library have not officially endorsed a capital campaign for the Roseville project, several service organizations have contacted the Ramsey County Library and the Friends about gifts to the Library as part of a campaign. Two groups have expressed an interest in naming rights for rooms within the remodeled facility in Roseville.

According to Ramsey County Resolution 98-417, "The County may consider naming facilities after individuals, but only in cases where the individual has made an exceptional contribution of time (service) or funding, and where the contribution is directly connected to the benefit or service that the facility is providing."

The Library Director and Director of the Friends created a draft document for discussion by the Library Board on the possibility of the naming of portions of library buildings. The document was based on examples from other libraries and colleges, which frequently bestow naming rights for donors. Nemitz noted that the County Board would also have to approve any naming rights for an entire facility.

Lamb recommended other items, such as computer terminals and outdoor areas of the library grounds, be included in the naming rights policy. He also suggested that ongoing advertising be incorporated. Gehrz noted that the Library's current gift policy covers many of these instances, but does not address naming areas within a facility or entire facilities.

Nygren indicated that he is against the naming of an entire library facility. Nemitz noted that staff also expressed concern about naming a facility. Norrgard suggested removing reference to naming of facilities from the policy, and shortening the proposed length of naming rights. Lamb recommended leaving the policy open-ended.

Commissioner Parker suggested that the Library obtain a copy of the naming policy utilized by the City of Roseville, which has several parks named after individuals. Mary Anne Lindberg proposed reviewing Seattle's policy.
The draft policy, with changes suggested by the Library Board and staff, will be on the October agenda for approval.

SECURITY CAMERA POLICY:
In March 2008, Library Facilities Manager Julie Neville presented a security audit report prepared by Paulson & Clark Engineering. The purpose of the audit was to verify and recommend future security strategies that could be implemented throughout the library system.

One of the major recommendations of the report was the installation of security cameras at all seven library locations. Before implementing this recommendation, the Library Board requested that staff develop a draft security camera policy for discussion.

The Library Board members discussed the proposed policy developed by staff, which was based on the Olathe, Kansas policy. Concerns included the language regarding signage, and whether a search warrant or subpoena should be required for the release of stored video. The Board also discussed the length of time stored video should be retained.

Norrgard recommended requiring a search warrant to release stored security video. Lamb opposed the use of security cameras, citing privacy concerns. If the policy is approved, Lamb concurred with Norrgard that a subpoena or warrant should be required. He also questioned whether stored video is considered public data under the Freedom of Information Act, and suggested that the Library Board approve any request for release of stored video. Nemitz will ask the County Attorney’s Office for a legal opinion on whether stored security video is public or private data. Nygren stated the libraries are public facilities, with no expectation of privacy.

Nemitz volunteered to provide security reports, or work with an assigned security liaison from the Library Board, but both offers were declined. The draft policy will be on the October agenda for approval, after review by the Ramsey County Attorney’s Office.

STRATEGIC PLAN DRAFT:
A committee comprised of Anderson, Nemitz, and Walsh reviewed the data collected at strategic planning workshops held with the Library Board and staff. The committee prepared a draft document including a new mission, vision, guiding principles and strategic initiatives for 2009-2011. Following a discussion of the draft document, the Library Board offered no substantial changes. The mission, vision, guiding principles and strategic initiatives will be on the October agenda for approval.

ROSEVILLE DESIGN PROCESS UPDATE:
Nemitz reported that the final PUD (planned use development) is being submitted to the City of Roseville for approval. The gross maximum price (GMP) should be finalized by October 13 for Library Board approval on October 15. The County Board will approve the GMP October 24 and November 4. Drawing are available for Library Board review. Ramsey County continues to explore potential disaster recovery sites, although the Library is no longer a top contender. Temporary locations for library service during Roseville’s remodeling and expansion are being reviewed.

DIRECTOR’S REPORT:
Nemitz’s September report to the Library Board was mailed prior to the meeting. Ramsey County’s interim manager, Pat O’Connor, started September 15. Ramsey County has hired Springsted to conduct a national search for a new County Manager.

FRIENDS OF THE SUBURBAN RAMSEY COUNTY LIBRARIES:
Gehrz reported that the Friends are preparing for the upcoming Book-A-Palooza book sale to be held September 26-28 at the Ramsey County Library in Roseville.

MELSA REPORT:
- The vendor not selected following MELSA’s recent RFP for online tutoring and homework help may file an appeal regarding the selection process. All MELSA libraries participated in the review process, which also utilized students.
- MELSA is considering creating a 501(c)3 organization to fundraise for metro-wide programs.
- An RFP has been issued for an online discovery tool, which helps patrons search library resources effectively.
The distribution formula is still under discussion following the Advisory Board rejection of the proposal developed by the Governing Board.

LIBRARY BOARD TERMS:
Nemitz reported that the terms of Anderson, Norrgard and Nygren are expiring in December. Anderson has completed three 3-year terms, and is ineligible to reapply.

NEXT MEETING: October 15, 2008, RCL-White Bear Lake, 4698 Clark Avenue, 7 p.m.

MEETING ADJOURNED 8:45 p.m.

Respectfully Submitted,

Mary Larson
Library Board Coordinator