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

LIBRARY BOARD ABSENT:
Matthew Anderson

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

OTHERS PRESENT:
Jan Parker, Ramsey County Commissioner; Sue Gehrz, Arnold Lindberg, Mary Anne Lindberg, Friends of the Suburban Ramsey County Libraries; Tony Feffer, White Bear Lake resident

CALL TO ORDER:
Williams called the meeting to order at 7:00 p.m. in the Community Program Room of the Ramsey County Library in Maplewood, 3025 Southlawn Drive.

PUBLIC COMMENT:
No public comment.

APPROVAL OF AGENDA AND MINUTES:
Norrgard made a motion to approve the agenda for May 21, 2008, and the minutes of April 16, 2008, as presented. Lamb seconded the motion, which was approved by unanimous vote.

AWARD LIBRARY GOLD CARDS:
Norrgard made a motion to award Library Gold Cards to volunteers Karen Schroeder and Marianne Johnson as a symbol of appreciation for their contributions to the Ramsey County Libraries as computer class assistants. Lamb seconded the motion, which was approved by unanimous vote.

I-NET AGREEMENTS:
At the March 19, 2008 Library Board meeting, the Board approved the Agreement with the North Suburban Communications Commission (NSCC) to allow connecting the Ramsey County Libraries in Mounds View and Arden Hills to the nearest I-Net termination point with the understanding that “last mile” fiber agreements would be necessary to make any physical connections.

In order to complete the installation of fiber optic cabling between the Ramsey County Library in Mounds View and Mounds View City Hall, the Library Board must approve the Agreement with the City of North St. Paul (fiber provider) for Fiber Optic Capacity. The City of North St. Paul responded to a bid request via the e-rate program to provide high bandwidth network transport between the Ramsey County Library in Mounds View and Shoreview via the existing I-Net.

The Agreement is similar to the agreement previously approved by the Library Board to connect the Ramsey County Library in Maplewood to the I-Net, with only the cost varying depending on location and distance to city facilities.
Norrgard made a motion to approve the Agreement between the City of North St. Paul and the Ramsey County Library Board for Use of Fiber Optic Capacity between the Ramsey County Library in Mounds View and the Mounds View City Hall, and to authorize the Library Board Chair to sign the agreement; and to also authorize the Library Board Chair to sign any future agreements that authorize the final connections required for use of Fiber Optic Capacity between Ramsey County Libraries in Arden Hills and White Bear Lake to the nearest I-Net connection points. Lamb seconded the motion, which was approved unanimously.

ROSEVILLE – INTERIM SERVICE MODEL OPTIONS:
The Library Board discussed three interim service model options developed by the Roseville design team. The three options include remaining open during a phased construction process, relocating to offsite leased space, and discontinuing service during construction. Price estimates were developed for each scenario.

Nemitz noted that the high cost estimate for staging the construction was disappointing. She is currently in early talks for potential temporary space, although Nemitz noted that some loss of patronage will be expected even if a temporary location is the chosen option. All three options include some closure time, but the length of closure varies. The base cost to close the library and store part of the collection is $160,000. If the Library is able to negotiate for temporary space during Roseville’s remodeling and expansion, the lease must be approved by the County Board of Commissioners.

Nygren made a motion to approve Option #2, relocating a reduced library operation to offsite leased space, and to recommend approval by the Ramsey County Board of Commissioners. Norrgard seconded the motion, which was approved by unanimous vote.

2009 SUPPLEMENTAL BUDGET & PERFORMANCE MEASURES:
On December 18, 2007, the Ramsey County Board of Commissioners approved the 2008-2009 Budget. This year, departmental budget hearings with the County Board will focus on critical success indicators and performance measures. The County Manager will also submit a supplemental budget, which will only include changes to the previously approved 2009 Budget.

The County Manager and the Director of Budgeting and Accounting will meet with departments in June about their performance measures and discussion about critical and/or significant issues on the horizon over the next 1-3 years. The Library’s meeting is scheduled for June 12, from 1-2 p.m. The County Manager will present the 2009 Critical Success Indicators & Performance Measures and Supplemental Budget to the County Board on July 15th. County Board budget hearings are planned in late July and early August.

Nemitz reported that the Minnesota Legislature passed a last-minute budget bill that imposes levy limits of 3.9% on counties. This limit does not include debt service payments for capital projects. In addition, the budget bill included a suspension of maintenance of efforts laws for three years. The Library is schedule to receive an increase of 6.3%, but the majority of this increase is attributed to an error in the budget approved in December.

The Library Board discussed the performance measures prepared by staff. Nemitz is encouraging the inclusion of more electronic measures, but libraries across the country have yet to standardize measures for use of electronic measures such as web site hits, database searching, etc. Lamb suggested that service hours for the public be included as a performance measure.

Aplikowski made a motion to approve the performance measures and budget addenda for the 2009 Budget, and to authorize staff to submit the documents by the deadline of June 5, 2008. Norrgard suggested that the deferred maintenance addenda be submitted separately. Nemitz requested that it continue to be included as a method of bringing the issue to the table for discussion. Norrgard concurred, and suggested that a detailed report of deferred maintenance projects be included as additional documentation. Nygren seconded Aplikowski’s original motion, which was approved by unanimous vote.
FACILITIES MASTER PLANNING:
Nemitz asked the Library Board members for individual input on the most recent draft of the Facilities Master Plan, dated March 19, 2008. This draft has been discussed by the Library Board at their March and April meetings, and was presented to the public and local government officials at a series of meetings in early April.

The Library Board discussed the value statements included in the Facilities Master Plan, and whether certain values such as fiscal stewardship should have additional emphasis. Technology and multi-use facilities were also emphasized.

The mix of large and small libraries was also considered. Nemitz noted that the plan includes an implied model for allocating resources deliberately and differently to various sites to gain service and budget efficiencies, with regional libraries having more resources and longer hours. Aplikowski noted that patrons prefer the mix of large and small libraries, particularly parents with small children who have a preference for smaller facilities.

The Library Board discussed whether language specifying the total number of desired library facilities should be included in the Facilities Master Plan. Commissioner Parker spoke in favor of including language specifying the ultimate number of libraries planned, to eliminate confusion and competition among local communities in the Library’s service area. Other Library Board members favored less specific language to assure maximum flexibility for cities to propose ideas for Library Board consideration. The Ramsey County Library in North St. Paul was cited as an ideal example of a small, multi-use, sustainable facility. Nemitz stated that until the plan is achieved and funded, the number of libraries in suburban Ramsey County will not increase. The infrastructure costs for adding new libraries, even smaller facilities, are beyond the funding capacity of the Library and Ramsey County at the present time.

Finally, the Board members considered whether a third regional library, in the current Shoreview facility, would be a feasible goal. Nemitz noted that the Facilities Master Plan can be revised at any point in the future if resources for a third regional facility are not attained.

The Facilities Master Plan, with suggested changes from the Library Board, will be on the June agenda for approval.

DIRECTOR’S REPORT:
Nemitz’s May report to the Library Board was mailed prior to the meeting.

MELSA REPORT:
Norrgard reported that the finance committee is discussing revenue adjustments to allocate the additional funding received from the State.

FRIENDS OF THE SUBURBAN RAMSEY COUNTY LIBRARIES:
Gehrz reported that a used book store will open in the Ramsey County Library in Shoreview on July 1. Volunteers to staff the store are now being arranged. The Annual Luncheon was a success, and the membership drive in bringing in many new members to the Friends.

NEXT MEETING: June 18, 2008, Ramsey County Library in Roseville, 2180 N. Hamline Ave., 7:00 PM

MEETING ADJOURNED 9:05 p.m.

Respectfully Submitted,

Mary Larson
Library Board Coordinator