LIBRARY BOARD PRESENT:
Matthew Anderson, Beverly Aplikowski, Paula Mielke, Kim Vanderwall

LIBRARY BOARD ABSENT:
Jeff Johnson, Janice Rapheal, Roberta Weltzin

STAFF PRESENT:
Susan Nemitz, Library Director; Mary Larson, Library Board Coordinator; Sandy Walsh, Deputy Director; Lynn Wyman, Deputy Director; Julie Neville, Facilities Manager; Jeff Eide, Roseville Library Manager; Meg Robertson, New Brighton Library Manager

OTHERS PRESENT:
Commissioner Mary Jo McGuire

CALL TO ORDER:
Mielke called the meeting to order at 6:30 p.m. in Room 209 of the New Brighton Community Center, 400 – 10th Street N.W.

PUBLIC COMMENT:
No public comment.

APPROVAL OF AGENDA AND MINUTES:
Aplikowski made a motion to approve the agenda for October 16, 2013 and the minutes of September 18, 2013 as presented. Anderson seconded the motion, which was approved by unanimous vote.

2013 THIRD QUARTER REPORTS:
Aplikowski made a motion to accept the third quarter workplan, financial report, statistics, and incident reports as presented. Anderson seconded the motion, which was approved by unanimous vote.

2014 HOLIDAY CALENDAR:
Each year, Library staff prepares a holiday calendar for the upcoming year which includes all the dates designated as paid holidays by Ramsey County, as well as other dates when the libraries are traditionally closed.

The proposed 2014 calendar was developed with the basic objective of providing public service hours at times when the public might reasonably be expected to use the libraries, while observing the holidays set forth by Ramsey County.

Since 2009, the Library’s calendar has included Service Improvement Days. These days allowed time for staff training and facilities-related projects such as painting or shifting the collection. In 2011, the Library reduced the number of Service Improvement Days from four per year to two, with the four largest libraries (Maplewood, Roseville, Shoreview and White Bear Lake) closing one additional day for facility- or technology-related improvements. These closed days will be selected based on their branch needs, and publicized in advance in the Library’s newsletter.

Vanderwall made a motion to approve the 2014 Holiday Calendar as proposed. Aplikowski seconded the motion, which was approved unanimously.
MASTER PLANNING FOR SHOREVIEW AND WHITE BEAR LAKE:
The Library continues to investigate and evaluate possible alternate sites for the library in Shoreview. A part of that process is exploring potential uses for the current building. Library staff met with Commissioner Huffman, Commissioner Reinhardt, Shoreview Mayor Sandy Martin, Shoreview City Manager Terry Schwerin, and representatives from Lakeshore Players to discuss the option of converting the current building into a theater. Lakeshore Players has hired an architect to determine the feasibility of that plan.

The Library submitted a copy of the White Bear Lake Feasibility Study to the State Architect as the first step in applying for a State Library Construction Grant. In conferring with the State Architect, the Department of Education, and the State Attorney, it was determined that a feasibility study was not adequate for the submittal and a full pre-design would be required. The Library is not in a position to supply the level of detail needed for the grant by the deadline, and will therefore not be applying for the construction grant.

An RFP for a design/build team is being reviewed by the County Attorney’s Office. The RFP includes language addressing the Minnesota Sustainable Building Guidelines and the Minnesota SB 2030 Energy Standards. These guidelines and standards achieve goals that are similar to LEED goals but do not incur the fee that LEED does. The RFP is tentatively scheduled to go before the County Board on November 5. This would mean the RFP could be issued shortly thereafter; proposals would be due toward the end of December, and Phase I could begin around the February 1, 2014.

NEW BRIGHTON LIBRARY REPORT:
The Ramsey County Library in New Brighton has been open almost two years. The success of the community center/popular collection model is evident in the positive remarks from patrons and in usage statistics. New Brighton is second only to North St. Paul in the percentage of available computer time in use. Public computer logins at New Brighton and Shoreview are remarkably similar. January-August 2013 statistics show 16,404 for New Brighton and 16,964 for Shoreview, demonstrating that open hours can be stretched. In terms of circulation, New Brighton comes in fourth after the three regional libraries in circulation per hours open.

Success has led to increased staffing—24 librarian hours have been added at New Brighton for children’s and reference services. Starting in November, children’s librarian Tami Lee will be adding baby storytime on Thursday mornings in response to demand. Tami has many creative ideas for children’s programming and partnerships; children’s programs have ranged from hip-hop at your library to a visual literacy book club.

The library has partnered with the New Brighton Community Center (NBCC) on two Lunch and Learn programs for seniors and will present a third on October 29—Take Us Out to the Ballgame: Dean Urdahl and the MN Twins. These history-themed programs have had excellent attendance with lively, interested audiences and take place in the large banquet area. Other adult program offerings include Artsy Smartsy programming for older adults, computer classes, and a book club. An upcoming series of dance demonstrations and ball-style dances is being planned in cooperation with the NBCC for winter.

Read to Play is a major reading initiative developed and run by the NBCC. Mounds View public school students grades K-2 read to meet monthly goals in order to win a free pass to play at the Eagle’s Nest. The library is partnering with the center to make a full circle on the reading incentive program by enticing the readers who have come to play back down to the library for a small prize and to check out more books.

The New Brighton Library added rental DVDs to its collection starting in February. In spite of the availability of high-demand DVDs in this non-requestable collection, patrons expressed a need for further opportunities to find new titles. The rental DVDs have been circulating well.

New Brighton continues as the sole lender of 3M Readers. The Library has a small following interested in repeat checkout of these devices, and also allows the opportunity to offer an experiment to those curious about the idea of e-reading.
The library now has 3 major art pieces installed, several beautiful photographs, a new piece being created and one in planning stages. A donation from Patricia and Bill Satzer led to the commissioning of the papercut artwork begun by Andrea Martin. Andrea was the featured artist on August 28th in Studio: Here at the Minnesota State Fair Fine Arts Exhibition where she worked for the entire day on the New Brighton library artwork. A local quilting group has agreed to donate their time to create a work-of-art quilt that can be used for the new baby storytimes here at New Brighton.

The Summer Reading Program was a smashing success at New Brighton with elementary-aged kids’ prize-winning participation up 56% and teen participation up 85% from 2012. New Brighton staff enjoyed the Read Write Draw discussions and made many positive connections with young readers and their parents.

The Library Board discussed usage of the overflow parking lot that was funded as part of the Library’s construction at New Brighton. Robertson indicated that the overflow lot has been helpful during special events held at the community center and on weekends. A tour of the New Brighton library space was held after the meeting adjourned.

BENCHMARKING RAMSEY COUNTY LIBRARY TO OTHER COMPARABLE LIBRARIES:
Jeff Eide, Library Manager at the Ramsey County Library in Roseville, compiled a statistical report showing comparisons between RCL, MELSA libraries, and ten other library systems across the United States and Canada with similar population sizes and total income.

Circulation statistics have increased by 33% over the last 10 years, and staff workload has increased by 31%. During the same time frame, the collection budget used to purchase books and other library materials has decreased by 11%. In 2012, Ramsey County Library was highest in circulation per capita, per FTE and per hour open; in collection turnover; and in visits per capita and per hour open. RCL lags behind St. Paul and Hennepin County in revenue per capita and collections expenditures per capita.

BOARD RECRUITMENT UPDATE:
Nemitz reported that interested individuals have been contacting the Library about the vacancies on the Library Board. Aplikowski indicated that she will most likely not be applying for a third term on the Library Board due to her ongoing commitments with other local boards and community organizations.

DIRECTOR’S REPORT:
Three AmeriCorps Community Technology Empowerment Project (CTEP) members will be providing adults and teens with needed digital literacy skills at Ramsey County libraries this year. Khou Yang recently graduated from St. Catherine University with a B.A. in Communications Studies and a minor in Chinese. She has worked troubleshooting technical issues and volunteered with youth throughout the Twin Cities. Eliza Summerlin, a Connecticut native, graduated from Macalester College with a degree in Media and Cultural Studies. She recently coached the Roseville middle school girl’s lacrosse team. Noah Fish was born and raised in La Crosse, WI, studied journalism and wrote weekly for the campus newspaper in Winona. Last year he worked as a writer for Face Forward, which is a non-profit that supports and exposes local artists in the Twin Cities.

The staff In-Service Day will take place on October 14 from 8 a.m. to 12:30 p.m. at Roseville. The Library Director will present a State of the Library for staff. The Ramsey County Sheriff’s department will provide emergency preparedness training related to active shooting incidents. Circulation and administrative staff will receive training on conflict resolution. Librarians will participate in a discussion of Collections HQ collection management software, and volunteers will have a presentation on the latest library technologies. The program will end with a presentation on branch User Experience project findings. Board members are welcome.

A second electric vehicle charging station was installed at the library in Maplewood. A Metropolitan Council grant of Federal Highway Administration funding was awarded to the Minnesota Pollution Control Agency and matched with funds from Xcel Energy.
The North St. Paul-Maplewood-Oakdale School District 622 opened the new North St. Paul Community School in the North St. Paul Community Center in September. The North St. Paul Community School is an alternative program for grades 11-12 that was located at the Harmony Learning Center. The school district undertook a cost benefit analysis of the fitness center operation and determined that they would need an additional $83,000 in annual revenue to continue operating the city-run fitness center after the end of 2013. Carrie Watts, branch manager, and Nemitz met with Jason Ziemer, the new North St. Paul City Manager. The fitness center may close at the end of December.

The Library is still seeking clarity on the effects of the closure on such things as the public computing in the lobby area, the ability to provide storytimes, and other public programming. Nemitz met with Superintendent Patty Phillips to discuss the long-term plans for the community center. Commissioner Reinhardt has been notified of the situation.

The partnership between the new school and library continues to grow. The new teen space, attached to the Library, has been partially furnished and young adult collections have been moved into the space. A celebration of the new space took place on Saturday, September 21. The room was packed with teens, Shrinky-Dinks, Mario Kart, balloons, Zombie Dice and cake.

The Anoka County Library recently withdrew an invitation to Rainbow Rowell, author of *Eleanor and Park*, to speak at the Library. The Media packet includes news coverage of the decision. A group of parents in the school district produced a report over the summer detailing the “profane” contents of the book which had been selected as the elective summer reading program recommendation. St. Paul Public Library will host Rainbow Rowell on October 30 at 5 p.m. at the Clarence Wigington Pavilion on Harriet Island.

A recent incident at the library in Roseville has resulted in an interpretation that e-cigarettes are subject to Ramsey County smoking policies.

The pilot to share e-books between MELSA libraries has begun. On October 8, Ramsey County and Washington County library users began to check out each other’s available e-books. After 24 hours, the pilot is going well. If this success continues, during the following week, the two libraries’ patrons will have access to $500,000 worth of eBooks purchased regionally through MELSA. Dakota County patrons will be added soon after.

**MELSA REPORT:**
No MELSA report.

**FRIENDS OF THE LIBRARY REPORT:**
- October 23 through 27 – Friends *Spooktacular* huge used book sale at the library in Roseville. Volunteers are needed.
- October 28 – Friends Board of Directors meeting at 6:30 in the library in Roseville.
- February 1 – *Great Gatsby Gala*

Excitement is building for our huge fundraising event. We are seeking sponsors for the following activities:
- Food
- Beverages – Fairview Wine & Spirits in Roseville is our sponsor
- Live auction
- Music
- Photos
- Bean Bag Toss Game
- Putting challenge
- Birdie chipping challenge
- Garter toss
The Friends are also seeking donations of items for the silent auction and the live auction.

**NEXT MEETING:**  November 20, 2013, RCL –Roseville, 2180 Hamline Avenue North, 6:30 p.m.

**MEETING ADJOURNED:**  8:30 p.m.

Respectfully Submitted,

Mary Larson  
Library Board Coordinator