LIBRARY BOARD PRESENT:
John Hakes, Craig Klausing, Paula Mielke, Jan Rapheal, Kim Vanderwall

LIBRARY BOARD ABSENT:
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STAFF PRESENT:
Susan Nemitz, Library Director; Mary Larson, Library Board Coordinator; Lynn Wyman, Deputy Director, Jeff Eide, Policy & Planning Manager; Bill Michel, Facilities Planning Manager; Chuck Wettergren, Automation Services Manager

OTHERS PRESENT:
Mary Jo McGuire, Ramsey County Commissioner; Les Sipkema, Shoreview Resident

CALL TO ORDER:
Vanderwall called the meeting to order at 6:30 p.m. in the Administrative Conference Room of the Ramsey County Library in Shoreview, 4570 North Victoria Street.

PUBLIC COMMENT:
None.

APPROVAL OF AGENDA AND MINUTES:
Hakes made a motion to approve the agenda for December 16, 2015 and the minutes of November 18, 2015 as presented. Mielke seconded the motion, which was approved by unanimous vote.

DIRECTOR’S REPORT:
All Ramsey County libraries will be closed December 24 and 25 and January 1 for the winter holidays.

The White House and the Institute of Museum and Library Services have invited the Ramsey County Library Director, Commissioner Mary Jo McGuire and Superintendent Michael Lovett of the White Bear Lake Schools to attend the ConnectED Library Challenge Convening on January 19, 2016, in Washington, DC. Earlier this year, President Obama launched the first White House ConnectED Library Challenge to recognize the critical role libraries play as trusted community anchors that support learning and connectivity. The President called upon mayors, school leaders, and library directors to work together and create or strengthen partnerships so that every child enrolled in school can receive a library card to access learning resources. Challenge signatories formed a leadership to launch a local effort that will ensure every student has a library card to access learning resources. At the Summit, attendees will have an opportunity to talk with other local leaders who are launching strategies and approaches to benefit our nation’s children and improve education outcomes.

Ramsey County has approved the additional FTE needed to expand library hours in New Brighton. The County Commissioners will approve the full 2016 budget at their meeting on December 15, 2015.

An exterior photograph of the library in White Bear Lake is being used as the official Ramsey County calendar photo in 2016. The controversial monument sign at the Library has been installed.

Ramsey County Library Director, Susan Nemitz, will serve as Chair of the MELSA Advisory Committee in 2016.
Ramsey County held its 2016 Budget and Levy Public Hearing on November 30 at the library in Roseville. Staff members from Property, Records & Revenue were available to work with residents to answer questions about their assessed values. Members of the Friends of the Library testified on the good work that the Library is doing in the community. The current County proposal would increase property taxes by 2.8% in 2016 after two years of no increase. A median value home in the Ramsey County suburbs ($208,000) will see a county tax increase of about $18. Some of these funds will go to construct the new library in Shoreview. This is the first time the hearing has taken place in a Library.

Minnesota’s November Economic Forecast predicts a balance for 2016-2017 of $1.9 billion, up from $865 million at the end of last session. The forecast reflects a slightly weaker economic outlook from previous estimates. U.S. real GDP growth in 2015 has been lowered from 3.0% in the February forecast to 2.4% in the November forecast. GDP growth in 2016 is estimated at 2.9%. State revenues have fluctuated. Individual income tax revenues are expected to be slightly lower but are more than offset by higher expected sales tax and corporate tax receipts.

FRIENDS OF THE RAMSEY COUNTY LIBRARIES REPORT:
On December 31, the Friends will be officially closing the White Bear Lake Library Capital Campaign. As of December 14, the Friends have raised $227,535 from donations, grants and events. Additional pieces of art and furnishings that were funded will continue to be added in 2016. A huge mural will be painted on the west wall of the Community Program Room, two landscapes will be added to the Lion’s Den and a large neon installation will be created for the Teen Room. Thanks to the hard work and generosity of so many people, the library in White Bear Lake has been transformed into a vibrant showcase.

Members of the Gala Planning Committee and the Friends Development Committee are working very hard to obtain donations of items for the Silent and Live Auctions that will be held at the February 6 Gala. The Friends are also seeking individuals, businesses, and civic organizations to provide financial sponsorships for this fun fundraiser that will add materials to the lending collection. So far, sponsorship commitments have been received from the following:

**Platinum Level Sponsor ($2,500)**
Metro State University

**Gold Level Sponsors ($1,000)**
Falcon Heights-Lauderdale Lions Club
Lakeside Homes Inc
Wenck Associates
Maguire Agency
United Properties – Applewood Pointe
Carl Bolander & Sons
Northeast Bank

**BMO Harris Bank**
**Pamela M. Harris**
**Bill and Bonnie Frels**
**Frank and Jayne Harris**
**Cathy Croghan & Kathy Robbins**
**Fairview Wine & Spirits**

**Pioneer Press – Exclusive Media Sponsor**

Reservations for the Gala can be made at friends16.myab.co.

LIBRARY IMPACT SURVEY RESULTS:
From June 1, 2015 to June 19, 2015 Ramsey County Library (RCL) conducted its third Impact Survey of 1005 users. The survey collected data across the following domains: general use of library and online resources, education, employment, entrepreneurship, health & wellness, eGovernment, civic engagement, eCommerce, and social inclusion.
The Impact Survey is the result of a successful research initiative from the University of Washington with support from the Bill & Melinda Gates Foundation. In 2009, the University of Washington Information School conducted Opportunity for All: How the American Public Benefits from Internet Access at U.S. Libraries, which was the first large-scale investigation of the ways U.S. library patrons use computers and the Internet at public libraries, why they use it, and how it impacts their lives. The study included a national online survey that yielded over 45,000 responses and four library case studies.

Because the survey was such a success, the University of Washington Information School has extended the benefits of the Opportunity for All web survey by making the tested and validated survey available to all U.S. public libraries. Now public libraries can conduct their own Impact Survey at their library at any time. The Metropolitan Library Service Agency (MELSA) provides this survey to all its members.

Wettergren noted that RCL is working on its new Technology Plan for 2016-2018, which will be completed in the first quarter of 2016 and shared with the Library Board in April.

**SHOREVIEW PROJECT UPDATE:**
On December 1, the Ramsey County Board voted to sign the Easement Agreement among Ramsey County, the City of Shoreview and the Mounds View School District. They also authorized the purchase agreement with the City of Shoreview to purchase the property at 795 Highway 96. On December 7, the Shoreview City Council unanimously approved both agreements, and on December 8, the Mounds View School Board approved the Easement Agreement.

Also on December 7, the Shoreview City Council held a public hearing prior to the final approval of the Plat and Planned Unit Development for the Ramsey County Library in Shoreview.

Bids on the second construction package, representing the bulk of the work, were received on December 10, and are within the projected budget.

The process of selecting furniture, fixtures and equipment (FF&E) has begun. A series of staff meetings has been scheduled from January-March to make the selections. Orders will be placed in June for delivery and installation in November and December.

There are a total of six applications for the State Construction Grant funding. Notification of awards may be somewhat delayed.

Construction continues. With the warm weather, both foundation and underground utility work will be done soon. Structural steel is scheduled to be delivered on January 15, with installation to begin shortly thereafter.

**LIBRARY BOARD SELF EVALUATION:**
Vanderwall noted that not all of the surveys sent to Library Board members have been collected, so this discussion will be postponed to January. She also asked the Board to review the current by-laws and policies prior to the annual meeting in January, and distributed copies of each document.

**FEBRUARY MEETING DATE:**
Both Vanderwall and Rapheal will be out of town on the scheduled date of the February Library Board meeting. The Board discussed whether to change the date or cancel the meeting.

The Library’s year end reserve lists are typically approved in February. Nemitz suggested that a list of priorities for any surplus funds be brought to the Board in January for review. The Library Board concurred.
EXECUTIVE SESSION:
The Library Board went into Executive Session to discuss the 2015 performance appraisal and salary review for Library Director Susan Nemitz. Following the conclusion of the Executive Session, Klausing made a motion to award Nemitz a merit increase of 2% added to her base salary, plus a one-time 1% compensation supplement, based upon her performance evaluation and the recommendation of the Ramsey County Human Resources Department, effective January 1, 2016. Mielke seconded the motion, which was approved unanimously.

NEXT MEETING:
January 20, 2016, RCL-Shoreview, 4570 North Victoria Street, 6:30 p.m.

ADJOURNMENT:
The meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Mary Larson
Library Board Coordinator