LIBRARY BOARD PRESENT:
Matthew Anderson, Beverly Aplikowski, Jeff Johnson, Paula Mielke, Janice Rapheal, Kim Vanderwall, Roberta Weltzin

STAFF PRESENT:
Susan Nemitz, Library Director; Mary Larson, Library Board Coordinator; Julie Neville, Property Manager; Bill Michel, Maplewood Library Manager; Lynn Wyman, Deputy Director; Sandy Walsh, Deputy Director, Nicole Herold, Technical Services Manager; Jeff Eide, Roseville Library Manager

OTHERS PRESENT:
Jeff Stephenson, Assistant Ramsey County Attorney; Sue Gehrz, Friends of the Ramsey County Library Director; Griffin Hughes

CALL TO ORDER:
Mielke 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:
No public comment.

APPROVAL OF AGENDA AND MINUTES:
Johnson made a motion to approve the agenda for May 15, 2013 and the minutes of April 17, 2013 as presented. Vanderwall seconded the motion, which was approved by unanimous vote.

DISPOSITION OF SURPLUS EQUIPMENT:
Ramsey County Library identified four self checkout computers for surplus/disposal. Two units were purchased and two were donated by 3M for the library in Maplewood in 2006. The units are fully depreciated and one is not functioning but may provide spare parts. None support RFID technology and all require software maintenance that Ramsey County Library no longer purchases.

After asking if any local or regional libraries were interested in these units (in an effort to provide a better environmental alternative to disposal), Great River Regional Library (GRRL) showed interest. GRRL has in turn generously offered Ramsey County Library access to Integrated Library System tools developed in-house by their programming staff to assist with collection management, Horizon web interfaces and discovery layer development.

Johnson made a motion to approve the donation of four depreciated self checkout computers to Great River Regional Library. Vanderwall seconded the motion, which was approved by unanimous vote.

OPEN MEETING LAW:
Jeff Stephenson, Assistant Ramsey County Attorney for the Library, gave an overview of Minnesota’s Open Meeting Law for the Library Board. As a public body, all meetings of the Library Board are open to the public. Topics covered in the overview included:
- Serial meetings
- E-mail communications between the Board Chair and Board members
- Telephone meetings
- Regular meetings vs. emergency meetings
- Closed meetings – when are they appropriate
- Meeting notification requirements
- Social events
TECHNICAL SERVICES OVERVIEW:
Nicole Herold, Technical Services Manager, gave the Library Board members an overview of the department’s functions, including selection, ordering/receiving/invoicing of materials, cataloging, processing, handling donations, and interlibrary loan services. Herold also oversees CollectionHQ, a collection management tool purchased this year to help with selection and weeding of materials at the seven RCL locations. The Library Board requested a report on the CollectionHQ project after the first year is completed.

2014-2015 BUDGET UPDATE:
The Library’s 2014-2015 Target Budget was submitted to Ramsey County on April 26, 2013. Nemitz, Walsh and Larson met with County Manager Julie Kleinschmidt, Finance Director Lee Mehrkens, and other County staff on April 30 to discuss budget issues facing the Library and the County.

The County Manager will submit her proposed 2014-2015 budget to the County Board of Commissioners on July 23, 2013, after the Legislature adjourns for the year and State funding levels are determined.

MASTER PLANNING UPDATE:
Feasibility studies for remodeling the libraries in Shoreview and White Bear Lake have been completed and are posted on the Library’s website.

The Library presented both projects to the County’s Capital Improvement Program Citizens Advisory Committee on April 4, and met with the Ramsey county Board of Commissioners at a workshop on April 9. The Commissioners reacted positively to both projects and indicated an interest in investigating options. Bentz/Thompson/Rietow has been hired to conduct a fit study for site options in Shoreview. After a consultation with the County Attorney, the Library has made preliminary contact with adjacent property owners in both Shoreview and White Bear Lake.

The Library has also been in conversation with the cities of Shoreview and White Bear Lake. Final approval of selected capital projects will occur in December 2013.

The Friends of the Library have begun discussions around forming a capital campaign in support of the White Bear Lake project.

ROSEVILLE LIBRARY UPDATE:
The Roseville Library remains the busiest library in the state, with just under 1.9 million items checked out last year – about 40% of which is children’s materials. Foot traffic averages more than 2,000 people per day.

Over 57,000 reference transactions were completed at Roseville last year, which is more than 150 per day.

Roseville has a very active set of volunteers – approximately 90 individuals who come in on a regular basis. Volunteers are on pace to contribute over 8,000 hours to Roseville this year.

Materials are in high demand. Last year, approximately 1,000 holds were filled per day. Volunteer assistance in finding and filing those requests was essential.

Usage of the library’s rooms for programming and other events is very high.
- In 2012, including outreach, there were 831 library programs and events at Roseville with a total attendance of 27,091.
- Children’s programming has always been very successful and accounts for about 80% of the attendance.
- Digital literacy programs, especially the walk-in “one-on-one” computer labs have been very popular. There has been a lot of positive feedback about the labs.
- The new adult history programs have been shockingly successful. A couple programs have filled the room.
The two bookable rooms were used by outside not-for-profit groups a total of 863 times. This does not include individual usage of the private study rooms, which are in constant use.

Demand for the public terminals is robust. Last year, there were 180,000 logins, which means about 500 per day. However, our 115 terminals are meeting that demand – so that patrons are able to walk up and immediately use a machine without waiting.

Interest in the building is still high. Many tours are given for staff, board & Friends of other library systems – particularly ones considering a building project.

**DIRECTOR’S REPORT:**
The fourth annual BookIt! 5K Walk/Run will start at 9 a.m. on Saturday, May 18 at RCL-Roseville. I will be walking if anyone would like to join me for this great cause that supports the Library’s Summer Reading program.

The Library has scheduled Paul Barrett, author of the New York Times bestseller *Glock: the Rise of America’s Gun* to speak at the library in Roseville on June 3 at 7 p.m.

The Children’s Summer Reading Program Kick-Off will take place June 8 from 10 a.m.-3 p.m. The teen Summer Kick-off will take place the same day from 6-9 p.m. Ramsey County Library will offer over 250 reading events for kids and teens this summer.

Ramsey County Library, in collaboration with MELSA, is implementing some changes to the summer reading program. This summer all participating MELSA library systems will move away from tracking summer readers using time (minutes/hours) and awarding prizes based on number of hours spent reading. Instead, SRP participants will be asked to write or draw about what they read. This is, in part, to make the reading experience more meaningful and less goal-oriented. At Ramsey County Library, elementary-aged participants will be asked to submit four reviews over the course of the summer. When the reviews/drawings are completed, readers will be awarded a free book, State Fair ticket, pass to the Water Park at the Mall of America, and a coupon for a free dish of ice cream from Culver’s. As an extra incentive, the Library will also be holding a random drawing from all book reviews submitted for eight Nook-HDs. The preschool reading program and teen reading program will remain unchanged from last summer’s procedure.

Ramsey County Library has invited patrons to participate in Read Down Your Fine events one Saturday each month from May through August. Patrons earn a $1 coupon for every 15 minutes they spend reading (or being read to) in the library. The coupon can be applied toward any current fines. Read It Down is available during all open hours at all seven Ramsey County libraries during these days:

- Saturday, May 18
- Saturday, June 8
- Saturday, July 13
- Saturday, August 10

To participate, patrons must:
- Sign in at the beginning of their reading time and sign out at the end.
- Read for 15 minute increments.
- Read in the library.
- Read print media only. Time spent being read to also counts.
- Earn a $1 coupon for every 15 minutes of reading (no limits on number of coupons earned).
- The fine print:
- There is no cash value for the coupons.
- Leftover amounts cannot be applied to future charges.
• Coupons are non-transferable. (They can't give them away.)
• Participants need to bring their coupons to the circulation desk the day they read.
• Coupons may be applied to any non-rental fines on children and teen cards.
• Coupons may also be applied to any non-rental fines on children or teen materials on the card of an accompanying adult.

Wally Wysopal, City Manager of North St. Paul, has resigned after 15 years to take a job with the City of Fridley. Wally has been a key player in preserving a library presence in the community. Remodeling has begun in the Community Center lobby. Discussions of the school district/library partnership are ongoing.

Ann Wahlstrom, Children’s Librarian at Mounds View, has been appointed the Minnesota Library Association representative to the Maud Hart Lovelace Awards Selection Committee.

Ramsey County Library staff highlighted library resources at the 622 Project Family Connect event on April 20 at Woodland Hills Community Church. 622 Project Family Connect is an annual, one-day event that hosts a variety of medical, dental, legal, mental health, social service, food support, and job support providers. They also offer free items like toiletries and food. Library staff met with over 150 individuals.

**MELSA REPORT:**
The next MELSA Governing Board meeting will be May 16. Legacy program funding will be on the agenda.

**FRIENDS OF THE LIBRARY REPORT:**
A record crowd of book lovers gathered at North Oaks Golf Club on April 27 to listen as William Kent Krueger entertained and educated the 175 guests at the Friends’ Annual Luncheon. Krueger started with childhood nursery tales and ended with his own poetry as he shared his literary history and his evolution into a “New York Times Best Seller” mystery writer. His most recent work, *Ordinary Grace*, has been described as: “an unforgettable novel about discovering the terrible price of wisdom and the enduring grace of God.” The Friends are very grateful for the sponsors who made this event possible—Dick and Mary Fowler and Cerenity Senior Care.

The Friends are looking forward to the Fourth Annual BookIt 5K Walk/Run to be held at 9 a.m. on May 18th at the Roseville Library. This year participants are encouraged to ask family members, friends, and co-workers to sponsor them by making a pledge of support. Participants who raise $50 will receive a stuffed Booker dog; $100 will earn a tote bag; and $250 will qualify for an engraved brick paver in the Children’s Reading Garden. Proceeds will help support the Summer Reading Program in all seven Ramsey County Libraries. Volunteers of all ages are needed to help with this event.

Thanks to hardworking volunteers and enthusiastic customers, the Friends’ spring book sale raised over $7,000!

On June 10 and 11, the Friends of the Ramsey County Libraries will have an exhibit at the Minnesota State Bar Association Probate and Trust Attorneys Conference at which we will promote our “Help Someone Become the Next Andrew Carnegie” campaign.

**NEXT MEETING:**  June 19, 2013 – MEETING CANCELLED
July 17, 2013, Library Administrative Offices, 4570 Victoria St. N., 6:30 p.m.

**MEETING ADJOURNED:** 8:15 p.m.

Respectfully Submitted,

Mary Larson
Library Board Coordinator