

Ramsey County Library Board of Trustees Meeting May 16, 2018 3025 Southlawn Drive Maplewood, MN – 6:30 PM

CONNECT community INSPIRE curiosity CULTIVATE learning

- I. Call to Order
- **II. Public Comment** (6:30-6:35)
- III. Approval of Agenda (6:35)

IV. Consent Agenda (6:35-6:40)

- A. Approval of April 18, 2018 Minutes (2)
- B. Director's Report (3)
- C. Friends of the Ramsey County Libraries Report (4)

V. Action Items (6:40-6:50)

- A. Friends Surplus Grant (5)
- B. Roseville Children's Garden Play Surface (6)
- C. Lease Agreement with City of North St. Paul (7)

VI. Discussion Items (6:50-8:30)

- A. MELSA Overview (8)
- B. Strategic Planning
 - 1. Ramsey County Goals and Strategies (9)
 - 2. Performance Measures (10)
 - 3. Community Surveys (11)
- C. Capital Planning (12)
- D. Other
- VII. Adjournment (8:30)

	Scheduled Upcomi	ng Meetings	
June 20, 2018 6:30 p.m.	RCL – White Bear Lake 2150 - 2 nd Street	Shoreview Technology Purchase Life Skills Program Update Digital Literacy Program Update Strategic Planning Update Capital Planning Update Branch Update/Tour	Library Board Craig Klausing, Chair Paula Mielke, Vice Chair
July 18, 2018 6:30 p.m.	RCL – Shoreview 4560 North Victoria Street	2018 Second Quarter Reports Collections Overview Periodicals Contract Write Off Uncollectible Debt Strategic Planning Update Capital Planning Update	 — Sida Ly-Xiong, Secretary Debra Berry Marisol Chiclana-Ayala John Hakes Sylvia Neblett
August 15, 2018 6:30 p.m.	RCL – Roseville 2180 Hamline Avenue North	Friends of the Library Overview Community Engagement Overview Strategic Planning Update	Library Director Jill Boldenow
		Capital Planning Update	Administrative Office

Administrative Office 4560 North Victoria St. Shoreview, MN 55126 Phone: (651) 486-2200 www.rclreads.org



Minutes of the Ramsey County Library Board April 18, 2018

LIBRARY BOARD PRESENT:

Deb Berry, Marisol Chiclana-Ayala, John Hakes, Craig Klausing, Sida Ly-Xiong, Paula Mielke, Sylvia Neblett

STAFF PRESENT:

Jill Boldenow, Library Director; Mary Larson, Library Board Coordinator; Lynn Wyman, Deputy Director; Jeff Eide, Senior Library Manager

OTHERS PRESENT:

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

CALL TO ORDER:

Klausing called the meeting to order at 6:35 p.m. at the Ramsey County Library in Roseville, 2180 Hamline Avenue North.

PUBLIC COMMENT:

Les Sipkema, Shoreview resident, spoke about purchasing, consent agenda procedures, and the Library Board's fiduciary responsibility.

APPROVAL OF AGENDA:

Klausing asked that the First Quarter Reports be moved from the Consent Agenda to the Action Items section. No other changes were made to the agenda as presented.

APPROVAL OF MINUTES:

Neblett made a motion to approve the minutes of March 21, 2018 as presented. Berry seconded the motion, which was unanimously approved.

DIRECTOR'S REPORT:

On April 19, all libraries will be closed for staff in-service day. Registration is open for the Friends Book It! 5K Walk-Run on May 19. Read more at <u>www.rclfriends.org/5k2018</u>.

Maplewood Library hosted a teen job fair on March 3 to build teens' job search skills and connect them to employers with jobs. Librarians worked with teens to produce resumes, gain interview skills, and participate in mock interviews. Teens also met with employers, including the Library, Ramsey County Workforce Solutions ULEAD program, City of Maplewood, Como Park Zoo, Target, Goodwill, AmeriCorps CTEP program, and Buffalo Wild Wings. The Library hires summer workers from this fair.

Thanks to Ramsey County Commissioners Mary Jo McGuire, Victoria Reinhardt, and Janice Rettman for being special guests at storytimes throughout National Library Week, April 9-13!

Two upcoming Library workshops will foster respectful communication and mutual learning across polarized political lines. Better Angels presents "How to Talk Across the Political Divide" at Roseville Library on May 10 at 6:30 p.m. On May 17, they will lead a 6:00 p.m. workshop (registration required) to practice listening and reflecting rather than debating. Carol Jackson organized this series, which is presented with partners Do Good Roseville.



The Library will host two naturalization ceremonies this spring. Naturalization is the final step for a person not born in the United States to voluntarily become a U.S. citizen. Maplewood Library hosts a ceremony on April 26 at 1:30 p.m., and Shoreview hosts one on May 7 at 1:30 p.m. Ramsey County Library held its first naturalization ceremony last July, at which 28 people from 18 countries became U.S. citizens.

Karen Francois will join Ramsey County as Deputy County Manager – Information and Public Records on May 1. The IPR service team includes Communications, County Assessor, Government Relations, Information Services, Property Tax, Records and Election Services, Project Management Office, and Information and Public Records Administration. Francois has served as Assistant Commissioner of the Minnesota Department of Employment and Economic Development since 2016. Prior to that, she served as Director of the Contract Compliance and Employment Equity divisions at the City of Minneapolis and Director of Jacobs Well and Oasis India, an anti-human trafficking non-governmental organization that she founded based in Bangalore, India.

FRIENDS OF THE RAMSEY COUNTY LIBRARIES REPORT:

The mission of the Friends of the Ramsey County Libraries is to strengthen, support and advocate for the Ramsey County Library system in order to enrich the lives of our library users, promote literacy and education, and foster community. Toward that end, the Friends provide multiple sources of financial support to the Ramsey County Library, including an annual grant. At their meeting in January, the Friends Board of Directors voted to provide a grant of \$70,000 to the Ramsey County Library in 2018. This grant supports the following library initiatives:

- Summer Reading Program \$20,000 This funding covers the kick-off program, weekly programs at each library, prizes for readers, and promotion.
- **Technology Literacy/Adult Life Skills \$25,000** This funding pays for the coordination of the programs, curriculum development, substitutes for librarians so they can teach classes to residents, and promotion.
- **Children's Programs \$5,000** These funds will support the Kindergarten Sign-Up program and party. It also supports supplies used in story times, other early literacy activities, and year-round educational programs for kids.
- **Teen Programs \$4,000** These funds will provide the teen librarians with a budget for teen programs at all seven library sites throughout the year.
- Library Newsletter \$6,000 This investment maintains the Friends of the Libraries commitment to the newsletter at the \$6,000 level.
- Volunteer Program Development \$5,000 This investment provides recognition to Library volunteers as well as training and recruiting materials.
- **Employee Development \$5,000** These funds are used for staff development and to support the two inservice training days for all staff and volunteers.

Book It 5K Walk/Run

It is hard to imagine with snow in the forecast, but spring *will* arrive and we will be celebrating the season with the annual Book It 5K Walk/Run on Saturday, May 19, 2018. April 27 is the deadline for businesses to get their logos on the race t-shirts. Our generous sponsors to date include: Blue Cross and Blue Shield of Minnesota (Gold), Maguire Agency (Bronze), and Mom's on the Run (Bronze). Kowalski's will be providing water and bananas for the race participants again this year.

Shoreview Capital Campaign Final Tally

As of March 31, 2018, the Friends have raised \$251,000 in the Shoreview Library Capital Campaign!



Upcoming Events

- Friends Board of Directors/Annual Meeting on April 23, 2018 at the Shoreview Branch.
- Book It 5K on Saturday, May 19, 2018 at the Roseville Branch.
- Shoreview Capital Campaign Artist/Donor Reception on June 15, 2018 at the Shoreview Branch.
- "POP-UP" Used Book Sale, September 25-29, 2018 at the Shoreview Branch.
- Friends Author Luncheon, November 3, 2018 at North Oaks Golf Club.

DIGITAL LITERACY LAPTOP LAB REPLACEMENT:

Ramsey County Library has leveraged the use of portable laptop labs to support its Digital Literacy programming. These labs consist of 15 laptops and a secure cart that allows easy and secure transportation. These labs have allowed the Library to make best use of meeting space (in a variety of locations) without the need to create dedicated computer labs.

The library manages five laptop labs. Staggering their refresh cycle allows the Library the opportunity to take advantage of technology improvements without having to update all its labs at once.

Two labs are approaching seven and eight years old. Ramsey County Library applied for and received \$36,000 of MELSA phase funding to purchase replacement laptops for these two oldest labs.

Neblett made a motion to approve the Library to purchase 30 laptops for its digital literacy program utilizing MELSA phase funding and existing County/State contracts. The total purchase price not to exceed \$36,000. Any remaining savings will be used toward replacement/repair of laptop carts and mice. Berry seconded the motion, which was approved unanimously.

2018 FIRST QUARTER REPORTS:

The Library Board reviewed the first quarter workplan, financial report, statistics, and incident reports.

AWARD LIBRARY GOLD CARDS:

Ramsey County Library awards gold cards to volunteers and other individuals whose contributions have enhanced services to our library patrons. For 2018, the Friends of the Ramsey County Libraries have nominated two volunteers for gold cards:

- Judy Anderson
- Pamela Harris

Library staff also nominated four dedicated volunteers who assist staff with tasks in public services:

- Mary Cheyne
- Mary Jo Durand
- Dick Key
- Betty Win

The Library Board discussed the selection criteria for gold cards, which is a through nomination from the Friends Executive Director and the Library volunteer coordinators at each location.

Chiclana-Ayala made a motion to award Library Gold Cards to Judy Anderson, Pamela Harris, Mary Cheyne, Mary Jo Durand, Dick Key, and Betty Win as a symbol of appreciation for their contributions to the Ramsey County Library and to authorize the Library Board Chair to sign the Gold Card certificates. Neblett seconded the motion, which was approved by unanimous vote.



PUBLIC POLICIES UPDATE:

Five policies are under consideration this month: Programming, Unattended Vulnerable Adult, Community Rooms, Public Bulletin Boards, and Free Materials.

Staff is recommending that the Programming Policy and the Unattended Vulnerable Adult Policy be rescinded. The Programming Policy dates to the early days of adult programming when programming was considered an incidental library activity rather than a core service. The Unattended Vulnerable Adult Policy is no longer needed, because the new Library Use Policy and Library Use procedures provide guidance and direction for the conduct expectations for all adults using the library.

Staff is recommending a reorganization of the Community Rooms Policy for better clarity and minor language changes to the policy, including the insertion of the sentence: *The person reserving the community room determines the attendees for their meeting or event.* The Library Board discussed how community room events are publicized. Ly-Xiong recommended that the schedule of events posted each day outside the community rooms include whether the events are open to the public or private events.

Staff is recommending that Public Bulletin Boards and Free Materials policies be combined into a single Public Bulletin Boards and Free Publications Policy, which will govern the display and distribution of materials in or near library entries.

Ly-Xiong made a motion to rescind the Programming and Unattended Vulnerable Adult policies; to approve the newly combined and revised Public Bulletin Boards and Free Publications Policy; and to approve the revised Community Rooms Policy. Mielke seconded the motion, which was approved unanimously.

2019 SUPPLEMENTAL BUDGET & PERFORMANCE MEASURES:

Library staff are working to produce a department overview and performance measures as required for the 2019 supplemental budget process. Boldenow indicated that this is the reporting year of the County's two-year budget cycle. The Library will not have a supplementary budget request, but will take this year to analyze staffing needs and request additional funds next year as part of the 2020-2021 budget cycle.

Timeline:

- Department performance measures and supplemental budget forms due: April 25, 2018
- EGCI service team/Library meeting with County Manager, Finance, and Policy: May 17, 2018
- Department documents due to Finance Department: July 6, 2018
- County Manager presents performance measures and proposed budget: August 7, 2018
- County Board hearings on EGCI service team budgets: August 13, 2018
- County Board certifies 2019 maximum property tax levy: September 18, 2018
- County Board approves 2019 supplemental budget and property tax levy: December 11, 2018

STRATEGIC PLANNING:

The Library is guided by the Strategic Plan 2016-2018, which was produced by the Library Board with support from members of the Library staff. This high-level plan identifies Ramsey County Library's mission, strategic priorities, and guiding principles. Other plans include the Ramsey County Library Facilities Master Plan 2008-2018 and the Ramsey County Library 2016-2018 Technology Plan.

All the plans require revision this year. The Library Board will produce a new strategic plan with the support of Library staff. The first strategic planning meeting will be held on June 6 at Shoreview starting at 6:00 p.m. Staff recommend presenting an environmental scan, SWOT analysis, and findings from recent community surveys. This will provide context for the Board's review of the current strategic plan and identification of new directions. The Board may work at monthly meetings as needed to complete a new plan.



The goal is to complete a new strategic plan by September in order to allow time at year-end for staff to produce the next work plan and technology plan. Staff will also work with a consultant to produce a new system-wide facility plan (2019-2025) by the end of this year.

The Library Board and Commissioner McGuire discussed the County's goals and initiatives and how they might be incorporated into the Library's next Strategic Plan. Boldenow will invite the County's new director of Policy & Planning to share an overview of the County's priorities with the Library Board at its May meeting. The Board also discussed obtaining stakeholder input, and possible methods including tabling at the libraries, presenting to City Councils, etc.

LIBRARY SIGN:

One of the Library's guiding principles from the 2016-2018 Strategic Plan is to "provide services to the whole spectrum of the community." To support the commitment to this principle, the Library launched a campaign in February 2017 on the theme "All Are Welcome Here." All Library branches displayed signs with this message and collected survey responses about how the Library can be most welcoming. Staff selected signage, created by a group of Minnesota designers, which had appeared in many community sites. Today, the signs are present in several Ramsey County departments, in lawns, libraries, schools, offices, and online. Most branches continue to display the signs.

On April 5, a White Bear Lake community member posted a photo of the White Bear Lake Library's entryway sign on Nextdoor (an online resident forum) with the question, "A political sign in the library—is this OK?" In the comments that followed, residents expressed opinions ranging from appreciation of the message to concern about its appropriateness. A contributor posted the contact information of the Library Director and all Board members. Four emails have been received, all expressing appreciation for the signs.

The Library Board discussed the public response to the signs, and whether the same message could be expressed in a different format or with the County logo to mitigate the perception of a political statement. The majority of the Library Board felt the signs were very appropriate and declined to remove or modify them.

LIBRARY DIRECTOR PERFORMANCE DIMENSIONS:

The Library Board conducts a performance evaluation of the Library Director in September. At that time, each member will complete a form rating the Director's performance in eight job dimensions. A mid-year report on performance in these areas was discussed by the Library Board.

NEXT MEETING: May 16, 2018—RCL Maplewood, 3025 Southlawn Drive, 6:30 p.m.

ADJOURNMENT:

Following a motion by Mielke and a second by Chiclana-Ayala, Klausing adjourned the meeting at 8:00 p.m.

Respectfully Submitted,

Mary Larson Library Board Coordinator



DIRECTOR'S REPORT

May 2018

April Staff Updates: Transfer: Clarence White, from PT Library Page to Intermittent

Important Dates: The Friends Book It! 5K Walk-Run is May 19. All libraries are closed May 28. The Summer Reading Program and Make It Festival kickoff is June 9 at Roseville Library with programs for kids and teens.

Here is great news from Marcus Lowry: "Be on the lookout at your branch for new materials in world languages in the coming months. We are making a greater effort to have books, DVDs, and CDs in the languages that many people in our community speak. In 2018, we have added Somali, Spanish, Arabic, Hindi, Tamil, Hmong, Chinese, and Vietnamese titles. Upcoming will be Minnesota area indigenous languages as well as Tibetan and Korean." In addition to serving as Manager of Ramsey County Library in Mounds View, Marcus is the Library's selector of world language collections.

On April 19, 105 Library staff participated in In-Service Day training. I kicked off the welcome session by thanking staff, sharing 2017 Friends grant outcomes, and reviewing the state of the Library—including our strategic plan, program highlights, upcoming planning, and County initiatives. Librarian and Teen Coordinator Amy Boese presented about her leadership experience as 2017 Minnesota Library Association President. Morning breakout sessions, led by staff and invited speakers, included: Hands-only CPR; ESL and Cultural Competence; Intro to Outlook; Inclusive Customer Service for Patrons with Disabilities; Circulation Q & A; and Summer Reading Sneak Peek. In the afternoon, staff returned to branch libraries to review safety procedures. Many thanks to the staff who organized and participated in this educational day.

On April 23, I presented at the Annual Meeting of the Friends of the Ramsey County Libraries on 2017 Friends grant outcomes. In 2017, in addition to capital campaign gifts and gala-supported collections funds, the Friends gave two grants—totaling \$99,000—to the Library. These funds supported the following strategic objectives and initiatives:



LEGO Builder's Club

Literacy and Student Achievement

• Children's & Teen Programs (\$9,000); Summer Reading Program (\$20,000)

Economic Prosperity and Racial Equity

• Tech Literacy/Life Skills Programs (\$25,000); Racial Equity Programs (\$5,000)

Community Engagement

• Popup Library (\$10,000); Newsletter (\$6,000); Volunteer Program (\$5,000)

Vibrant Learning Spaces and Resources

• Furniture (\$5,000); E-Books (\$9,000); Employee Development (\$5,000)

Administrative Office 4560 North Victoria St. Shoreview, MN 55126 Phone: (651) 486-2200 www.rclreads.org



Friends Update May 2018

Thank You Reading Friends Volunteers

We are grateful to the Reading Friends Literacy Program volunteers who gave of their time and talent in the past 2017-18 school year: Aleli Balagtas, Susan Benjamin, Lyn Cariveau, Carol Diemert, Ruth Holm, Brad Larson, Nancy Lee, Susan Miller, Joann Morse, Gretchen Needham, Marilyn Pope, Mary Santi, Sophia Vigil, Beth Warren, and Jeannine Wiegert. Reading Friends volunteers shared good books and great times with children at Community Partners with Youth in New Brighton. They worked individually with K-5 children to reinforce literacy skills, assist with homework assignments, and help build children's self-esteem. The lives of many children were enriched this year because of our dedicated and generous Reading Friends.

Friends Board of Directors

At the Friends Annual Meeting in April, the Board recognized and thanked departing Board members, Lynn Belgea and Pamela Harris for nine years of devoted service on the Board of Directors. The Friends also welcomed three new board members:

- Jan Rapheal, White Bear Lake
- Valerie Wise, New Brighton
- Kate Rong Yang, Shoreview

Book It 5K Walk/Run

With the sunshine and warmer weather, registrations have picked up and we are looking forward to a fun and successful event! We greatly appreciate our generous sponsors who make the Book It 5K Walk/Run possible:

Gold: Blue Cross and Blue Shield of Minnesota Retail Centers and Xperience Fitness Roseville

Silver: Jaci Meyer Agency, State Farm and The Aplikowski Family

Bronze: Huntington Learning Center, Maguire Agency, Moms on the Run, Nick and Nora Charles, Frank Harris, John W. Harris, and Pamela Harris

Summer Reading Program Kickoff on June 9

The Friends will be recruiting our board and members to volunteer at the Summer Reading Program Scavenger Hunt table again this year. We will also be inviting Ramsey County Commissioners and Library Board members sign up for a shift to greet participants as they arrive—great opportunity to meet families in a fun and energetic setting!

Shoreview Capital Campaign Donor and Artist Reception

The reception planning committee is currently seeking sponsors and volunteers for the event as well as donations of door prizes from Gallery 96 artists and local businesses. 450 invitations for the reception have gone out to Shoreview Capital Campaign donors/volunteers and public officials.

Upcoming Events

- Friends Board of Directors on July 23, 2018 at the Roseville Branch
- Book It 5K on Saturday, May 19, 2018 at the Roseville Branch
- RCL Summer Reading Program Kick-off on June 9, 2018 at the Roseville Branch
- Shoreview Capital Campaign Donor and Artist Reception on June 15, 2018 at the Shoreview Branch
- "POP-UP" Used Book Sale, September 25-29, 2018 at the Shoreview Branch
- Friends Author Luncheon, November 3, 2018 at North Oaks Golf Club



Meeting Date January 17, 2018 Action Requested Accept Grant Presented By Mary Larson, Financial Manager

SUBJECT:

Friends Surplus Grant

BACKGROUND:

At the end of each fiscal year, the Friends of the Ramsey County Libraries close out their books and determine if additional funds are available to support Library programs and services. For 2018, the Friends indicated that \$29,000 was available for a supplementary grant request.

Library staff identified several initiatives outlined in the attached memorandum, and presented the Library with a check on April 30. In accordance with Library Board policies, all grants exceeding \$5,000 must be approved by the Library Board.

BOARD ACTION REQUESTED:

To accept the surplus grant of \$29,000 from the Friends of the Ramsey County Libraries for 2018 initiatives identified by the Library.



Memorandum

To: Friends of the Ramsey County Libraries

CC: Library Administrative Team

From: Jill Boldenow, Library Director

Date: March 28, 2018

Re: 2018 Surplus Grant Request

Thank you for giving the Library the opportunity to present a supplementary grant request of \$29,000 for 2018. This grant opportunity, in combination with a previous \$70,000 Friends grant for 2018, enables the Library to pursue valuable new opportunities that will expand our impact.

The Library requests a grant of \$29,000 from the Friends to support the following initiatives:

1. Children's Room Furnishings at North St. Paul Library - \$18,000

The North St. Paul Library is expanding its footprint in 2018. The Library leases space for this branch in a City of North St. Paul facility. The City recently granted the Library permanent and exclusive use of a room adjacent to the main Library space. The Library will utilize this for the children's collection and children's programming. Friends funding will enable the Library to acquire room furnishings for storytime and other activities that serve children and families.

2. Children's Interactives at Mounds View and North St. Paul Libraries - \$6,000

Several Library branches have benefitted from capital projects that have included new children's interactive learning pieces. These installations support pre-literacy and play for children and families. Mounds View and North St. Paul Libraries lack these amenities. Funding will help the Library to eliminate this disparity and offer learning interactives for more children.

3. Community Well-Being Programming - \$5,000

Library staff have developed a strong line of programming that supports community well-being. These programs range from racial equity themes such as the "Green Card Voices" exhibit hosted in 2017 to 2018 workshops that help citizens communicate across partisan boundaries. These innovative programs help foster healthy community engagement in an increasingly polarized world. Funding from the Friends will support program materials and honoraria fees in this program line.

Thank you!

Administrative Office 4560 North Victoria St. Shoreview, MN 55126 Phone: (651) 486-2200 www.rclreads.org



Meeting Date May 16, 2018 Action Requested Approve Purchase Presented By Mary Larson, Financial Manager

SUBJECT:

Roseville Children's Garden Play Surface

BACKGROUND:

The Children's Garden at the Ramsey County Library in Roseville includes a colorful play surface that is used for storytime programs and other events, as well as general play and passive programming in the garden. The surface was installed in 2010, and has reached the end of its life span.

Library staff earmarked funds for the replacement of this play surface from 2016 year end reserves. St. Croix Recreation of Stillwater, Minnesota, has a State Contract for park and playground equipment, including this type of poured-in-place play surface. The Library received a quote of \$29,690 to install a new play surface and remove and dispose of the existing material.

BOARD ACTION REQUESTED:

Authorize the Library to purchase a new play surface for the Children's Garden at the Ramsey County Library in Roseville from St. Croix Recreation of Stillwater, Minnesota at a cost not to exceed \$29,690.00 using 2016 year end reserves designated for the project.



Meeting Date May 16, 2018 Action Requested Approval Presented By Jill Boldenow, Library Director

SUBJECT:

Lease Amendment - Ramsey County Library in North St. Paul

BACKGROUND:

Ramsey County Library in North St. Paul leases space from the City of North St. Paul at 2300 North St. Paul Drive. The Library and the City have agreed to amend the lease to give the Library use of a program room adjacent to the current Library space. The terms are set forth in the attached Amendment to Joint Agreement, which was produced by the Ramsey County Attorney's Office. When the Library receives the signed copy from the City of North St. Paul, it will be routed for all necessary signatures, including those of the Library Director and Library Board Chair.

BOARD ACTION REQUESTED:

To approve the Amendment to Joint Agreement for Lease, Financing Operations and Use of the Ramsey County Library at the North St. Paul Community Center and authorize the Library Board Chair and Library Director to sign the Amendment.

AMENDMENT TO JOINT AGREEMENT FOR LEASE, FINANCING OPERATIONS, AND USE OF THE RAMSEY COUNTY LIBRARY AT THE NORTH SAINT PAUL COMMUNITY CENTER

This Amendment to Joint Agreement ("Amendment") is made as of this _____ day of 2018 by and between the City of North Saint Paul ("City"), Ramsey County ("County"), and the Ramsey County Library Board ("Library Board") (the "Parties").

RECITALS

- A. City, County and Library Board are the parties to the Joint Agreement For Lease, Financing, Operations, and Use of the Ramsey County Library At The North Saint Paul Community Center, dated September 28, 2010 (the "Joint Agreement").
- B. Pursuant to the Joint Agreement, the North Saint Paul Community Center Facility (the "Community Center") was developed to include and does include an area (the "Library Facility") that was developed for use as the Ramsey County Library in North Saint Paul Community Center (the "Library"), and also provides for the City to lease, and pursuant to which the City does lease, the Library Facility to the Library Board, and the Joint Agreement sets forth the Parties' agreements relating to the lease of the Library Facility to the Library Board (the "Lease").
- C. The Community Center includes space adjacent to the Library Facility that the Library uses from time to time in connection with the programs and activities of the Library. The Joint Agreement refers to and depicts the adjacent space as the "Shared Meeting Room".
- D. The Parties desire and intend that the Joint Agreement be amended to provide that the adjacent space referred to in Recital C above and depicted on attached Exhibit A and labeled as the "Shared Conference Room" be included in the area of the Library Facility leased to the Library Board for its exclusive use as part of the Library (the "Reading Room").

Now THEREFORE in consideration of the foregoing recitals and the mutual promises over covenants continued hereby, the Parties agree as follows:

- 1. <u>Recitals</u>. The Recitals above are incorporated herein.
- 2. <u>Lease of the Reading Room</u>. The Joint Agreement is amended to include within the area leased to the Library Board the space referred to herein and on attached Exhibit A as the Shared Conference Room. The space shall be referred to in the Lease as the "Reading Room".
- 3. <u>Improvements</u>. The Library Board accepts delivery of exclusive possession of the Reading Room in its "AS IS, WHERE IS," condition that existed on April _____, 2018. The Library Board shall have the right, at its discretion, to redecorate the Reading Room, including but not limited to painting the walls. The Library Board shall be solely

responsible for furnishing the Reading Room and the furniture shall be and remain the personal property of the Library Board.

- 4. <u>Use of the Reading Room</u>. The Library Board shall use and operate the Reading Room in its sole discretion as part of the Library. The Library Board shall have sole control of access to and use of the Reading Room.
- 5. <u>Data Closet</u>. The Community Center contains a "Data Closet" or "Demarcation Room" at the location shown on attached Exhibit B. For the entire term of the Lease, the Library Board and the Ramsey County Department of Information Services ("IS"), acting on behalf of the Library Board in connection with the Library, shall have unrestricted access to the Demarcation Room to install and maintain the information services equipment serving the Library. The equipment may include a lockable server rack. The Library Board and IS shall also have the right to install cabling from the Demarcation Room to the Library Facility. Access to the Demarcation Room by Library and IS personnel shall be subject to reasonable rules and regulations of City, which rules and regulations shall not impede the reasonable needs of the Library Board to have, maintain and use the information services provided by IS to the Library.
- 6. <u>Amendment</u>. Except as specifically provided in this Amendment, the terms and conditions of the Joint Agreement and Lease are in full force and effect and are not modified or changed, and the terms, conditions obligations and agreements by the parties with respect to the Library Facility shall apply to, and include the Reading Room.

In WITNESS WHEREOF, the parties have executed this Amendment to be effective the date first written above.

Ramsey County	City of North Saint Paul
By Jim McDonough, Chair	Ву
Board of Commissioners	Title
Date	Date
By Janet Guthrie, Chief Clerk Board of Commissioners	
Date	

Ramsey County Library Board

Ву	
	, Chair

Date _____

Approval Recommended

Ву _____

Jill Boldenow, Director Ramsey County Library

Date _____

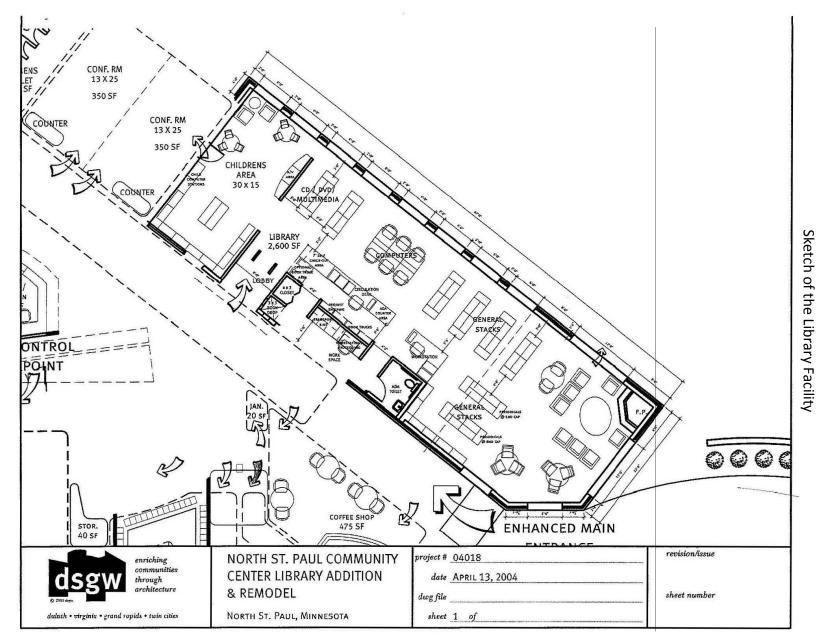
Ву _____ Jean Kruger, Director Ramsey County Property Management Department

Date _____

Approved as to form

Assistant County Attorney

Date _____



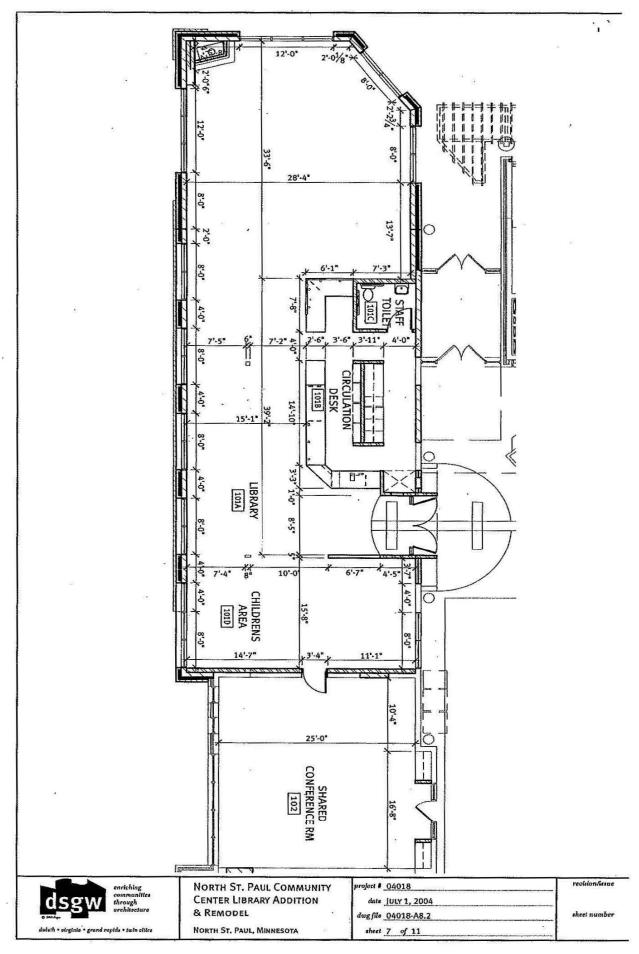
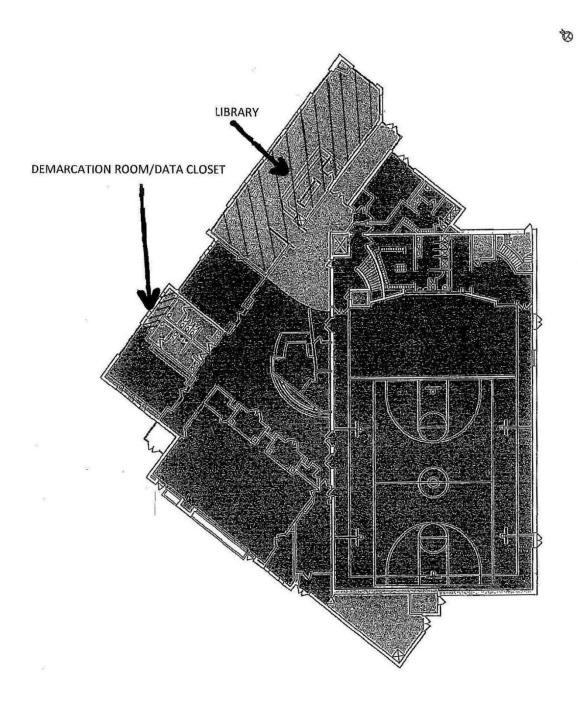


EXHIBIT B

Sketch Showing the Location of the Data Closet/Demarcation Room





Meeting Date May 16, 2018 Action Requested Information and Discussion Presented By Jill Boldenow, Library Director

SUBJECT:

MELSA Overview

BACKGROUND:

Ken Behringer, Executive Director of the Metropolitan Library Service Agency (MELSA), will be present at the meeting to provide an overview of the agency, regional public library systems in Minnesota, and the benefits Ramsey County Library receives as a member of MELSA.

BOARD ACTION REQUESTED:



Meeting Date May 16, 2018 Action Requested Information and Discussion Presented By Jill Boldenow, Library Director

SUBJECT:

Ramsey County Goals and Strategies

BACKGROUND:

Elizabeth Tolzmann, Director of Ramsey County Policy and Planning Division, will be present at the meeting to provide an overview of Ramsey County goals and strategies. This information is presented for discussion and to provide context for the Library Board's strategic planning process.

BOARD ACTION REQUESTED:



Meeting Date May 16, 2018 Action Requested Information and Discussion Presented By Jill Boldenow, Library Director

SUBJECT:

Ramsey County Library Performance Measures & Department Overview

BACKGROUND:

Attached are drafts of the Ramsey County Library department overview and performance measures as required for the County's 2019 supplemental budget process. We will work with County staff to revise these before final submission in July. The drafts are presented today for discussion and to provide context for the Library Board's strategic planning process.

BOARD ACTION REQUESTED:



Ramsey County Library Jill Boldenow, Library Director 4560 N Victoria St, Shoreview, MN 55126 651-486-2200

DEPARTMENT OVERVIEW

County Vision: A vibrant community where all are valued and thrive.

County Mission: A county of excellence working with you to enhance our quality of life.

DEPARTMENT OVERVIEW

Ramsey County Library was formed in 1951 to provide service to suburban Ramsey County. A seven-member Board of Trustees appointed by the Ramsey County Board of Commissioners governs the Library. The funding for Library operations comes primarily from a suburban-only property tax levy. More than 1.5 million people visit Ramsey County Library annually.

PROGRAMS AND SERVICES

Ramsey County Library provides free access to over 600,000 items including books, e-books, DVDs, CDs, magazines, newspapers, large print books, and audio books. The Library also offers free access to a broad spectrum of online resources, including many fee-based databases. In addition to loaning materials, Ramsey County Library offers the following public services:

- Educational programs for children, teens, and adults.
- Assistance with resumes, job applications, and online governmental forms.
- One-on-one technology assistance with Library and patron-owned devices.
- Reference service to support research and informational questions.
- Access to government and nonprofit services.
- Internet computers with Microsoft Office 2016.
- Wireless internet access.
- Copy and fax machines and printers.
- Community, meeting, and study rooms.

SUMMARY OF COMMUNITY ENGAGEMENT ACTIVITES

The Library incorporates community engagement in its governance structure, strategic initiatives and partnerships, and daily public service to the community.

A citizen Board of Trustees, appointed by the Ramsey County Board of Commissioners, governs the Library. These citizens represent the community's interests in determining the Library's strategic and budget priorities.

The Library engages nearly 2,000 community volunteers who provide service including tutoring, gardening, shelving, and mending materials. The Library coordinates with the Friends of the Ramsey County Libraries to engage their board, supporters, and volunteers who manage book sales and deliver reading programs in the community. In 2017, Library and Friends volunteers gave 22,170 service hours.



Ramsey County Library Jill Boldenow, Library Director 4560 N Victoria St, Shoreview, MN 55126 651-486-2200

DEPARTMENT OVERVIEW

Library staff develop partnerships annually with more than 100 nonprofits, schools, County departments, and other organizations. This enhances our understanding of community and our capacity to advance strategic goals. In 2017, the Library served 3,221 participants in Life Skills programs providing free resources on financial and legal help, jobs and small business, social work referrals, English language learning, health and wellness, racial equity, and sustainability. These programs are produced through partnerships with AARP, MNSure, Keystone, LawHelp MN, Ramsey County Law Library, SCORE, Ramsey County Workforce Solutions, People Incorporated, Tubman Center, Resource Employment Action Center, Salvation Army, and more. The Library has developed several other programming lines through community partnerships.

The Library does extensive community engagement with K-12 educators, students, and parents to foster literacy and student achievement. Teen and children's librarians visit schools to register students for library cards and provide training on Library resources. The Library hosts events for parents and students. The Library is currently promoting ConnectEd, a partnership with suburban school districts to provide student library cards and training for media specialists, teachers, and students. We have issued 8,000 student library cards in two years due to this effort.

The Library utilizes community surveys to collect input and measure performance. We recently conducted a mail survey that measured access to broadband and technology inside and outside of the library, a phone survey that measured library use and satisfaction, and an online survey that examined library technology use and impact. Results show that 27% of our technology users are using tech for employment needs; 21% for educational activities; 30% to get information on health and wellness; and 32% to build and maintain family and social ties.

The Library engages community seven days a week at multiple branches and online 24/7. In 2017, the Library served over 1.5 million onsite visitors, circulated 3.7 million items, and had 3.2 million web visits. The Library served 109,419 program attendees, booked 2,858 reservations of meeting rooms, and offered 17,349 public service hours.

In response to barriers to Library access, we have developed offsite engagement. Librarians deliver digital literacy and early literacy programs at senior housing facilities, a residential reentry center, and a Ramsey County correctional facility. This year, the Library is offering a Popup Library program at numerous sites to expand service access.

The Library is committed to community engagement, but we face challenges in this work. The Library has a limited number of staff skilled in this area, and they have limited time off-desk to manage engagement initiatives. The Library's substitute staffing budget, which is used to backfill positions to enable community engagement work, will be significantly reduced in 2019, diminishing our capacity for community engagement. Sustainability is at risk because the Library uses soft money for some of its vital engagement work. For example, the Popup Library is grant funded only until November, 2018. The Library also uses grant funding from the Friends of the Ramsey County Libraries to produce digital literacy programming and partnerships. To sustain community engagement, the Library needs to add permanent FTE.

Many other areas of the Library's operations budget also support community engagement, including expenditures for facilities, technology, internet, collections, and communications.

METHODS FOR ADVANCING RACIAL EQUITY IN THE BUDGETING PROCESS

The Library's operational budget supports staffing, services, facilities, collections, and technology that advance our racial equity goals.



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DEPARTMENT OVERVIEW

Ramsey County community indicators in areas of prosperity and opportunity, as well as data on educational achievement, show serious race-based disparities in outcomes. The Library's strategic priorities to "promote economic prosperity and racial justice" as well as "foster literacy and student achievement" directly address these disparities.

In 2017, the Library offered literacy programs serving nearly 80,000 kids and their families. This included storytimes, which are vital to supporting kindergarten readiness, for 32,480 attendees. The North St. Paul Library serves the nearby North Metro Flex charter school, which serves many students from new immigrant families. Library staff also deliver a Parent Read program for parents at the Ramsey County Correctional facility. The Library produced out of school programming serving 19,756 teens in 2017. One program, Library After Dark, engages teens of color at Maplewood Library with librarians and youth workers. The Library's ConnectEd project seeks to reduce disparities by connecting all students to Library cards and resources.

The Library is a free resource for digital skills and computer/internet resources, jobs and small business support, English language learning, financial and legal assistance, social services and more. We also deliver computer classes to individuals transitioning from corrections at a residential re-entry center. Though we do not collect racial demographics on users, we know that these resources and services are in demand by communities of color in Ramsey County.

Library staff produce programs that engage the community with racially diverse voices, cultures, and histories. In 2017, the Library presented 94 history programs for 7,472 adult attendees with themes of race, culture, international relations, and social justice movements in America. The Library also produced 13 racial equity programs—with a total attendance of 745—supported by a grant from the Friends of the Ramsey County Libraries. An example is the traveling exhibit, *Green Card Voices*, which featured Twin Cities' immigrants' stories. The Library regularly hosts high-profile authors of color. Children's librarians offer two annual showcases of new, racially diverse children's books. We support and require racial equity staff trainings. The Library seeks to improve recruitment and hiring of racially diverse staff.

The County's investment in Library staffing is vital to advancing racial equity. We envision new opportunities to advance our racial equity work, but our capacity depends upon permanent and substitute staffing, which has suffered cuts.

The County's budget support for Library collections is also vital to the Library's racial equity work. In 2017, 20% of new purchases of Library materials were by or about people of color. The Library is committed to providing a collection that meets the needs and reflects the interests of our racially diverse community. A spending boost for collections in 2018-19 was made possible by using the Library fund balance—a temporary strategy. It is imperative to increase the Library's base funding to support a diverse collection. The Library also leverages collection support from MELSA to provide valuable digital resources supporting racial equity and prosperity, including JobsNow! and online homework help.

The Library recommends reducing fees and fines, which may have a racially disparate impact on community members. Library revenue from fees and fines has declined, due to growing usage of electronic materials that bear no fines, reductions to library fine maximums, and a monthly fine "read-down" program. With budget support, the Library would further change fees and fines policies to eliminate blocked accounts and ensure equitable Library access.

The County's budget support for Library facilities and technology is also vital to advancing racial equity. Libraries are located to serve the suburban area equitably, including areas with concentrations of poverty and high racial diversity (Mounds View, North Saint Paul, Maplewood). The Library offers free facilities, collections, technology, programs, and services seven days a week across the system and 24/7 through its resource-rich website.



Ramsey County Library Jill Boldenow, Library Director

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DEPARTMENT OVERVIEW

CHALLENGES THAT MAY IMPACT DEPARTMENT PERFORMANCE

Staffing Levels – The Library's lean staffing limits capacity to advance prosperity, opportunity, well-being, and accountability. The Library's FTE has decreased by 11% since 2003, though Library facilities, operations and programs have expanded. The Library is open 13% more hours today than in 2014. Key areas of staffing gaps include:

1. **Programming.** Library programming and audiences have grown significantly, but the Library has lost programming FTE. From 2014-2017, Library programs increased by 49%, and participant numbers grew by 30%, to over 109,000.

With Communications Consolidation in 2017, the Library transferred one FTE with 50% responsibility for directing Library programming. The Library needs to retain and grow programming FTE.

Library programming is coordinated by staff assigned to do this work in addition to their primary assignment. We need to expand FTE assigned to programming to fully operationalize this work.

- 2. Substitute staffing deficits. The Library's funding for substitute staffing is reduced by \$60,000 in 2019, impacting our capacity for operations and programming. We utilize substitute staffing funds to cover staff absences, provide off-desk time for programming and engagement, hire summer student workers (a racial equity initiative), and pay the stipends of AmeriCorps members who provide digital literacy instruction. The Library had budgeted for three AmeriCorps members in 2018 and 2019. We were awarded four members in 2018 (and we hope to again have four in 2019), adding \$7,600 each year to our costs.
- 3. **Soft money reliance.** The Library uses grant funding from The Friends and from the Minnesota Department of Education to support staffing costs for some Library programming and outreach. This includes the Popup Library and digital literacy programs. The Library needs permanent FTE to sustain programming and outreach.
- 4. Weekend access. Lean staffing significantly limits the Library's ability to offer educational programming on weekends—and therefore diminishes our ability to equitably serve the community.
- 5. **IT Consolidation.** Long-term vacancies in the Library's technology staff, held due to IT consolidation, have created a work backlog in several project areas. The transition to a post-consolidation practice will require substantial staff time to transfer knowledge, establish procedures, and manage communications.

Decline in Revenue – While Library operations and programs have expanded, fee and fine-based revenue has declined due to growing usage of electronic materials, reductions to fine maximums, and fine reduction programs. The Library will also see a decline in revenue from space rental this biennium. The tenant at the Maplewood Library café defaulted on their contract in February, 2018, and the space is not currently leased.

OPPORTUNITIES THAT MAY IMPACT DEPARTMENT PERFORMANCE



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DEPARTMENT OVERVIEW

Collection Budget – The Library budget for 2018-2019 boosts the collection budget by utilizing \$225,000 each year from the Library fund balance. This increase was made in response to a significant decline in spending since 2000, high demand for various formats, and a worn and outdated collection. This adjustment makes the Ramsey County Library expenditure per capita level with the average in the MELSA region. The Library anticipates the new spending level for collections will help us meet the needs of a culturally diverse community and enhance circulation performance. Among the new investments, the library is expanding its collections in non-English languages. Until the increase is added to the Library's base budget, however, we cannot make long-term collection development plans.

Programming and Collaboration – The Library has greatly expanded collaborations with government, nonprofit, and school partners to deliver collaborative programs and services. Together, we provide free programs and resources on literacy, digital skills, job search, financial and legal assistance, social services, English language learning, health and wellness and more. Patrons can register for MNSure, get tax help, get computer training, access homework help, meet with social workers, pursue criminal expungement, learn about entrepreneurship, and access many other resources. We are developing new partnerships with the Popup Library program, identifying sites where we can cultivate new relationships and offer services to underserved residents. These collaborations require significant staff time to cultivate and manage. We see great value in our programs and capacity to build on them, but we are limited by staff capacity. With steep programming and attendance growth from 2014-2017 (49% and 30%, respectively), we will focus on sustaining quality engagement in 2018-19.

Capital and Virtual improvements – The Library will produce a system-wide capital plan in 2018 that will enable us to anticipate and address 2019-2025 FFE needs and emerging programmatic demands. We need to support all users simultaneously with spaces that accommodate active, audible learning as well as quiet workspaces. Technology must support diverse staff and public needs. In 2018, we will also revamp the digital library with a new online catalog and web interface. This will help patrons to discover and use all Library resources—from collections to events and reference or homework assistance.

Library as Service Center – The increasing movement of government services to a digital environment creates challenges for many citizens who don't have readily available access to technology or lack the skills to use these services. As of 2016, 16% of Ramsey County households did not have access to high-speed broadband at home. Many adults seek out the Library for connectivity or personal assistance. In addition to serving as a digital service center, the Library hosts a significant number of government and nonprofit programs. We provide workshops and support for people on the subjects of shelter, homelessness, mental health, insurance enrollment, legal assistance, and more. As a trusted community space, the library is connecting patrons to a variety of essential services.



Ramsey County Library

GOALS, OBJECTIVES, STRATEGIES AND PERFORMANCE MEASURES

👧 GOAL: Well-being

Strengthen individual, family and community health, safety and well-being through effective safety-net services, innovative programming, prevention and early intervention, and environmental stewardship.

OBJECTIVES (END-OF-THE-YEAR TARGET OUTCOMES)

- 1. Increase access to free health, financial, employment, legal, and social supports.
- 2. Convene community conversations on race and social issues.

STRATEGY OR STRATEGIES TO ACCOMPLISH OUR OBJECTIVES

- A. Sustain "Life Skills" programming at the Library.
- B. Facilitate health insurance enrollment with MNSure.
- C. Sustain weekly social worker programs at Roseville and Maplewood Libraries.
- D. Offer access to health and wellness resources online.
- E. Sustain programs on race and social issues.

PERFORMANCE MEASURES – ANALYSIS HIGHLIGHTS

A. Life Skills programing attendance has grown significantly. Program subjects include: social worker assistance, legal and financial help, English language learning, jobs and small business, tax filing, sustainability, caregiving, and health. These programs are produced with many community and government partners.

B. MNSure enrollment is one of our growing Life Skills programs; Health Access MN supports its success.

C. Community Resource Advocates provides weekly drop-in help from social workers and staff from Ramsey County, People Incorporated, Tubman, and other agencies. Partners report dramatic outcomes addressing homelessness, mental health, and other issues. Program growth requires Library staff-intensive coordination.

D. This demonstrates the value of the Library's wireless network, internet computers, and databases to support well-being. The measure shows the percentage of residents using Library technology specifically for health and wellness purposes. This information is collected in a biennial resident survey.

E. Programming on race and social issues has grown dramatically. Weekly history programs provide context and insights on race, culture, and other contemporary topics. In 2017, the Library launched racial equity dialogues and exhibits funded by a grant from the Friends of the Ramsey County Libraries.

		2016	2017	2018	2019	2040
#	Performance Measures	Actual	Actual	Estimate	Estimate	Target
Α	Life Skills programming attendance	2,372	3,221	3,225	3,225	4,000
В	MNSure enrollment attendance	717	1,214	1,200	1,200	1,500
С	Community Resource Advocates program attendance	348	524	650	650	1,200
D	Use of library technology for health and wellness	30%	N/A	30%	N/A	30%
Е	Race and social issues programming attendance	4,169	8,217	8,300	8,300	10,000



Ramsey County Library

GOALS, OBJECTIVES, STRATEGIES AND PERFORMANCE MEASURES

GOAL: Prosperity

Cultivate economic prosperity and invest in neighborhoods with concentrated financial poverty through proactive leadership and inclusive initiatives that engage all communities in decisions about our future.

OBJECTIVES (END-OF-THE-YEAR TARGET OUTCOMES)

- 1. Increase residents' workforce skills through Library classes and online resources.
- 2. Increase access to jobs and small business resources.

STRATEGY OR STRATEGIES TO ACCOMPLISH OUR OBJECTIVES

- A. Offer free digital literacy instruction and equipment.
- B. Offer free jobs and small business workshops and employer recruitment events.
- C. Offer Library technology for job-seeking purposes.

PERFORMANCE MEASURES – ANALYSIS HIGHLIGHTS

A/B. Residents of color in Ramsey County experience disproportionate disparities in employment, education, and income. Therefore, the Library's digital literacy and jobs/small business programming addresses both economic and racial disparities. Over the previous decade, the library met a significant community need by providing basic technology instruction in classes and labs. With that demand waning, the Library is now meeting the needs for training and access to 3D printers, design software, and other sophisticated technology. Growth is evident in 2018 with new makerspace programming and expanded jobs and small business workshops and corporate recruiting events.

C. This measure demonstrates the value of the Library's wireless network, Internet computers, and databases to support prosperity. The measure shows the percentage of residents using Library technology specifically for job-seeking purposes. This information is collected in a biennial resident survey.

		2016	2017	2018	2019	2040
#	Performance Measures	Actual	Actual	Estimate	Estimate	Target
А	Digital Literacy program attendance	3,030	2,438	2,500	2,500	3,500
В	Jobs and small business program attendance	300	175	400	400	500
С	Use of library technology for job-seeking	27%	N/A	27%	N/A	27%



Ramsey County Library

GOALS, OBJECTIVES, STRATEGIES AND PERFORMANCE MEASURES

GOAL: Opportunity

Enhance access to opportunity and mobility for all residents and businesses through connections to education, employment and economic development throughout our region.

OBJECTIVES (END-OF-THE-YEAR TARGET OUTCOMES)

- 1. Increase access to educational and employment resources in the Library and online.
- 2. Increase access to literacy and academic resources for children.
- 3. Sustain high attendance at Library educational programs.

STRATEGY OR STRATEGIES TO ACCOMPLISH OUR OBJECTIVES

- A. Maintain public internet access.
- B. Increase outreach to residents.
- C. Expand student Library accounts through school partnerships.
- D. Sustain relevant educational programs for all ages.

PERFORMANCE MEASURES – ANALYSIS HIGHLIGHTS

A. This measures the number of times users have logged into the Library's network. Demand for internet access is growing, as is demand for space and power outlets. Wireless usage has grown 97% over the last three years.

B. This measures the number of people reached through outreach visits, including visits to schools and the delivery of Popup Library services to underserved communities (a project that is grant-funded in 2018).

C. This measures new student Library card registrations resulting from two efforts: a Kindergarten class initiative; and ConnectEd, a national endeavor to give library cards to all primary and secondary students. We have engaged White Bear Lake and Roseville Area Schools thus far with ConnectEd. We seek to register all students before 2040.

D1. We estimate increased children's program participation through a new online Summer Reading Program platform and promotion of "1,000 Books Before Kindergarten."

D2. The Library has greatly increased the number of educational programs and attendees of all ages. In the last three years, programs increased by 49% and participant numbers grew by 30%. We estimate sustaining high levels with adult and teen programs—including innovative teen tech camps and makerspace labs.

		2016	2017	2018	2019	2040
#	Performance Measures	Actual	Actual	Estimate	Estimate	Target
А	Usage of public internet	739,300	884,809	900,000	920,000	1,000,000
В	Outreach contacts	10,128	11,853	13,000	15,000	25,000
С	New student card registrations	3,503	7,234	5,000	5,000	N/A
D1	Children's program attendance	68,397	72,531	75,000	75,000	80,000



Ramsey County Library

GOALS, OBJECTIVES, STRATEGIES AND PERFORMANCE MEASURES

D2	Teen and adult program attendance	25,337	35,777	35,800	35,800	40,000





Ramsey County Library

GOALS, OBJECTIVES, STRATEGIES AND PERFORMANCE MEASURES

GOAL: Accountability

Model forward-thinking investment, fiscal accountability and transparency through professional operational and financial management.

OBJECTIVES (END-OF-THE-YEAR TARGET OUTCOMES)

- 1. Ensure efficiency and return on investment of tax dollars.
- 2. Maintain Library accounts for at least 75% of suburban Ramsey County households.
- 3. Leverage community resources.

STRATEGY OR STRATEGIES TO ACCOMPLISH OUR OBJECTIVES

- A. Provide Library services at a per capita value exceeding the per capita levy.
- B. Perform efficiently as measured by Library circulation per FTE.
- C. Promote Library account registration.
- D. Engage volunteers to increase Library capacity.
- E. Sustain partnerships to enhance Library collections, programs, and services.

PERFORMANCE MEASURES – ANALYSIS HIGHLIGHTS

A. The ROI is calculated with a formula from the Massachusetts Library Association using Ramsey County Library service data, suburban area population, and tax levy data.

B. This measure compares Ramsey County Library's circulation to other Twin Cities public libraries. In terms of circulation workload per Full Time Equivalent employee, Ramsey County Library is the most productive, with a circulation workload that is 39% higher than the MELSA average.

C. The percentage of suburban Ramsey County households with Library accounts is measured biennially.

D. This is the number of hours donated annually to Ramsey County Library by community volunteers. Based on nonprofit sector volunteer hour valuation, the value of these hours was \$535,216 in 2017.

E. This is the number of active partnerships that enhance Library collections, programs, and services. This work is vital and adds immeasurable value, but our performance is limited by staffing levels. Librarians collaborate with school districts, County and other government agencies, the metropolitan library community, and nonprofits—to share or obtain resources and leverage collective impact. For example, the Library hosts free Life Skills programs with dozens of partners including AARP, Health Access MN, Keystone Community Services, Ramsey County Law Library, Tubman, Roseville Alzheimer's and Dementia Community Action Team, and more. The Library partners with Ramsey County Workforce Solutions and Ramsey County Elections to assist job seekers and promote voting. Partnerships with ISD #621, #622, #623, and #624 increase student participation with Library programs and training on Library resources. The Library worked with the Friends of the Ramsey County Libraries to add \$33,067 in donated collections materials last year. The Library partners with cities, the State, and MELSA colleagues on shared products, services, and infrastructure.



Ramsey County Library

GOALS, OBJECTIVES, STRATEGIES AND PERFORMANCE MEASURES

		Library System	2016	2017	2018	2019	2040
#	Performance Measures		Actual	Actual	Estimate	Estimate	Target
А	Return on investment per dollar		\$6.24	\$5.14	\$6.00	\$6.00	\$6.50
В		Ramsey	38,060	36,395	35,000	35,000	35,000
	Circulation Per FTE benchmarked against other	County					
	library systems	St Paul	16,013				
		MELSA	27,313				
		Average					
С	Households with a RCL Library account		75%	N/A	75%	N/A	100%
D	Volunteer hours		16,148	22,171	23,000	23,000	30,000
E	Number of partner organizations		126	188	190	190	210



Meeting Date May 16, 2018 Action Requested Information and Discussion Presented By Jill Boldenow, Library Director

SUBJECT:

Community Surveys

BACKGROUND:

The Library utilizes community surveys to collect data about residents, library usage, needs, and performance. Attached are key findings of three recent surveys. This information is presented for discussion and to provide context for the Library Board's strategic planning process.

- 1. Morris Leatherman Company—Residential Survey (2016). This phone survey was conducted with 600 households from August 15-31, 2016. It provides statistically valid demographic data about suburban Ramsey County residents and Ramsey County Library users. It shows Library users' service ratings, sources of Library information, and e-reader use. This survey was conducted in 1995, 1998, 2001, 2004, 2007, 2011, and 2016.
- 2. **The Impact Survey (2016).** This online survey tool enables public libraries to understand how people use their public technology resources and services. This survey appeared from November 22-December 6, 2016 on the Ramsey County Library website, and it had 1,037 responses.
- 3. **MELSA—Resident Survey: Technology Use and Access (2016)**. This survey was mailed to households in the MELSA region in 2016. A total of 5,393 surveys provided scientifically valid data. It shows home access to internet, computers, and other technology necessary to participate in e-government and e-learning. The survey shows residents' use of library technology and interest in technology instruction. It also reveals disparities to access by race, age, and income.

BOARD ACTION REQUESTED:

Ramsey County Library 2016 Residential Survey

Morris Leatherman Company

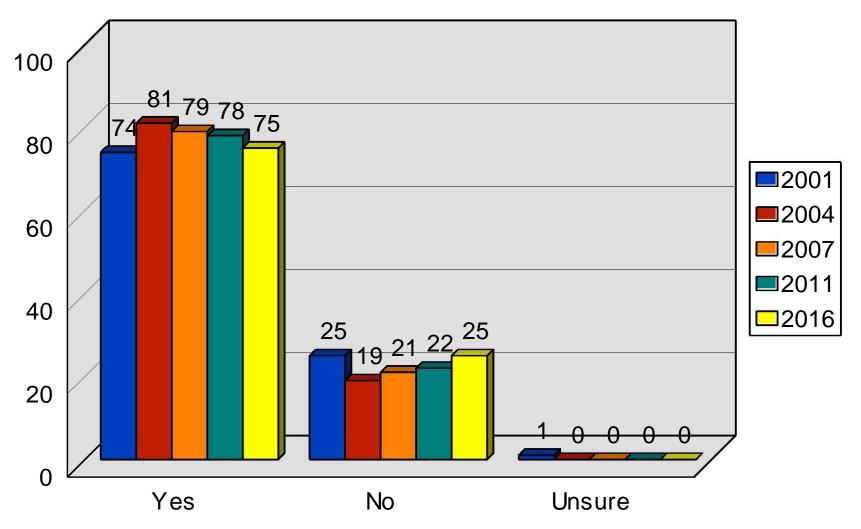
Study Methodology 2016 Ramsey County Library

- Sample of Suburban Ramsey County households
- 600 Households selected using Random Digit Dialing
- 42% Cellphones and 58% Landlines
- Respondents contacted between August 15th and 31st, 2016
- Typical Respondent took 21 minutes to complete the survey
- Non-Response rate of 4.5%
- Projectable to the Population within +/- 4.1% in 95 out of 100 cases

Morris Leatherman Company

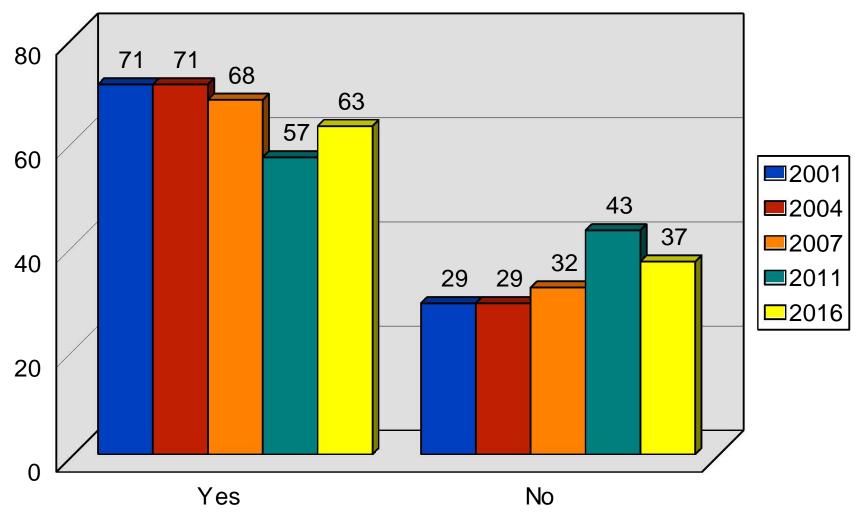
Ramsey County Library Card

2016 Ramsey County Library



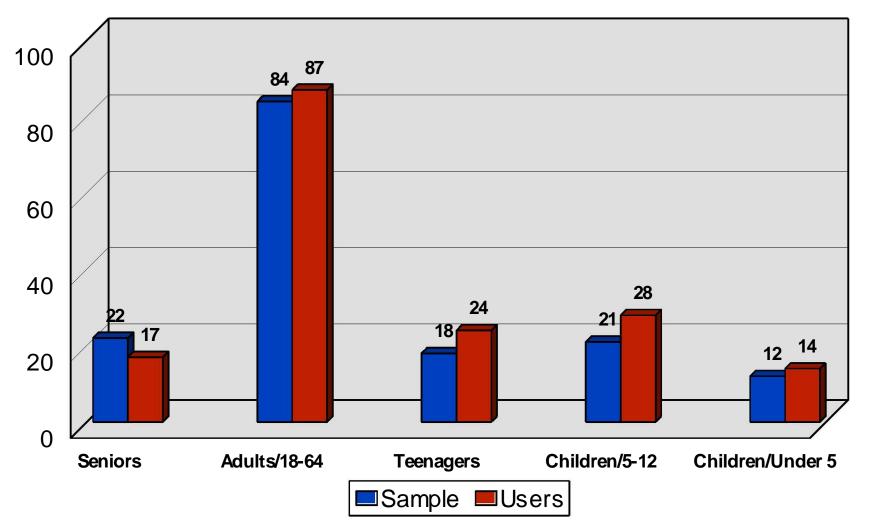
Household Library Use

2016 Ramsey County Library



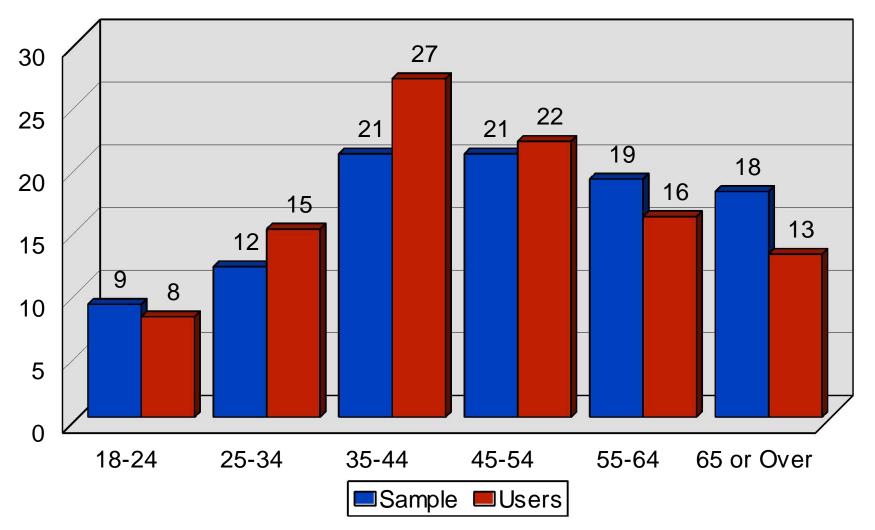
Household Composition of Users vs Sample

2016 Ramsey County Library



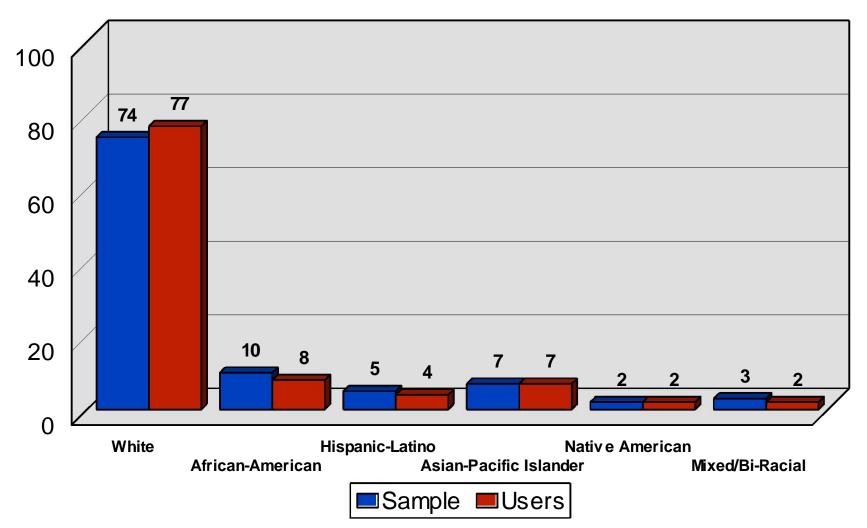
Age of Users vs Sample

2016 Ramsey County Library



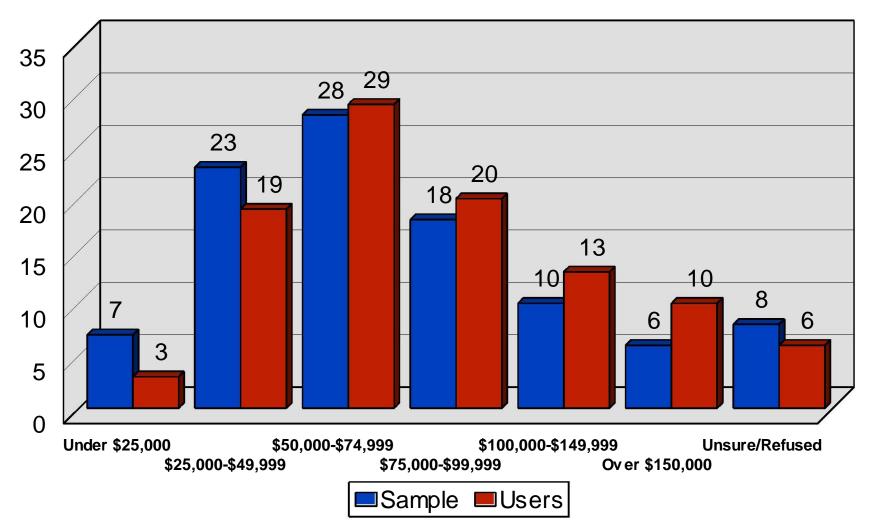
Ethnicity of Users vs Sample

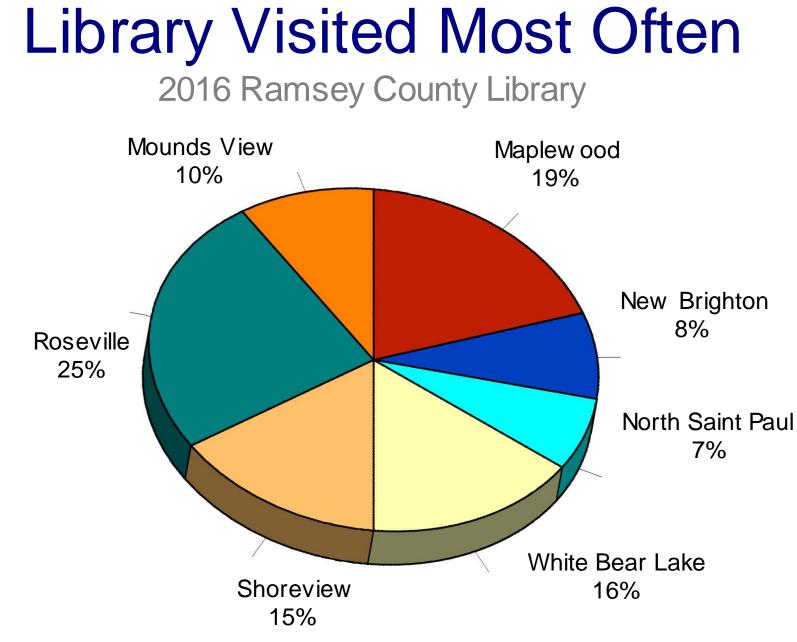
2016 Ramsey County Library



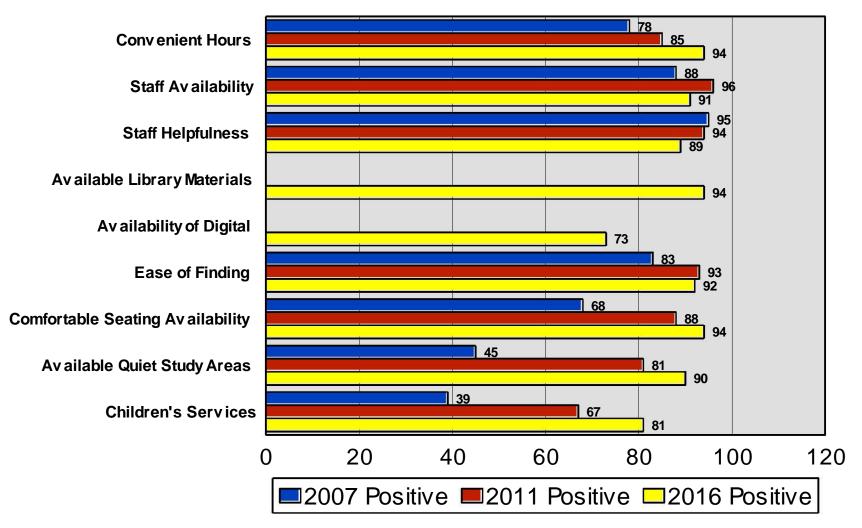
Income of Users vs Sample

2016 Ramsey County Library



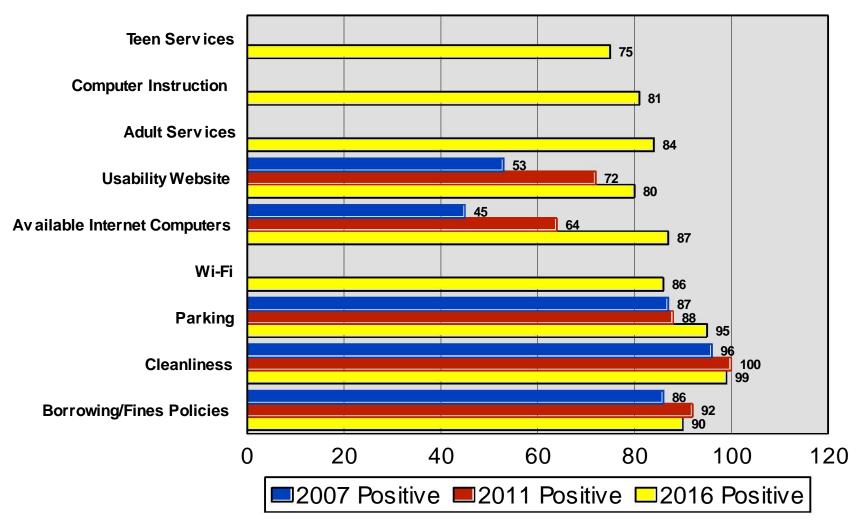


Library Characteristics I 2016 Ramsey County Library



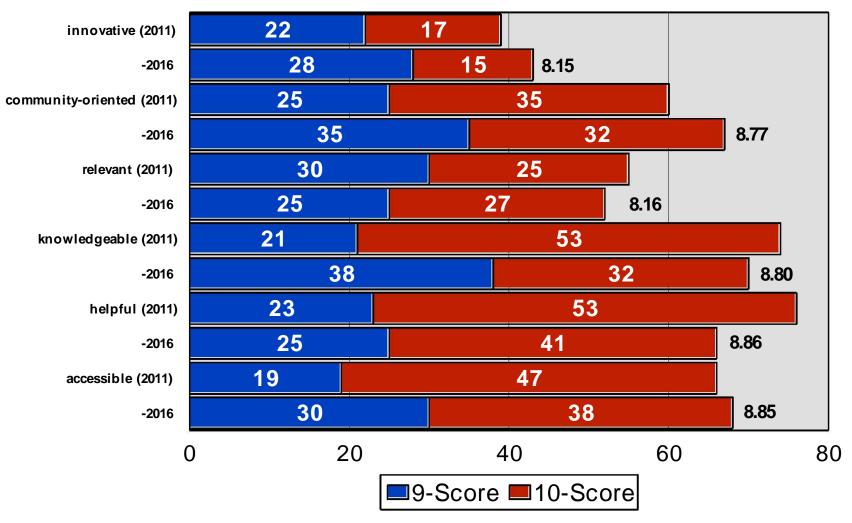
Library Characteristics II

2016 Ramsey County Library



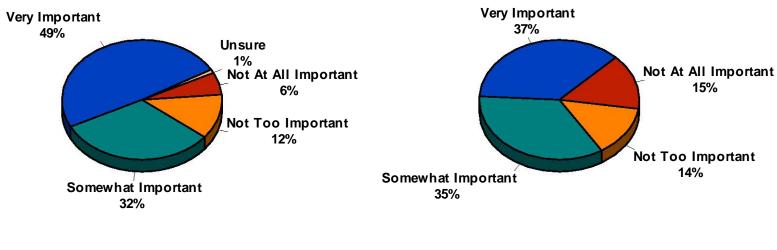
Accurate Adjectives

2016 Ramsey County Library



Importance of Ramsey County Library

2016 Ramsey County Library

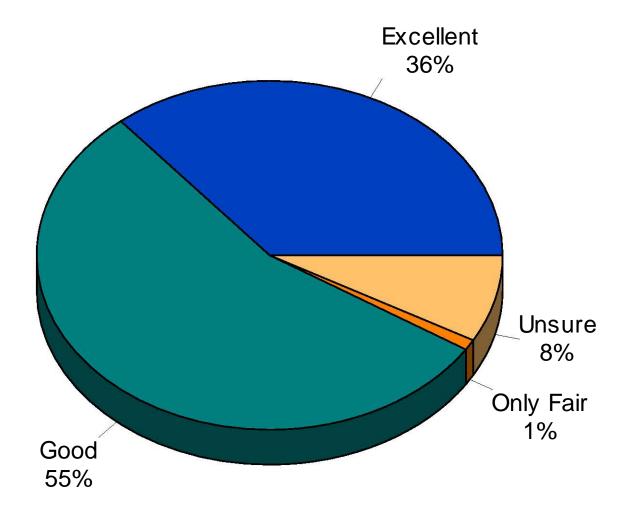


2011 Study

2016 Study

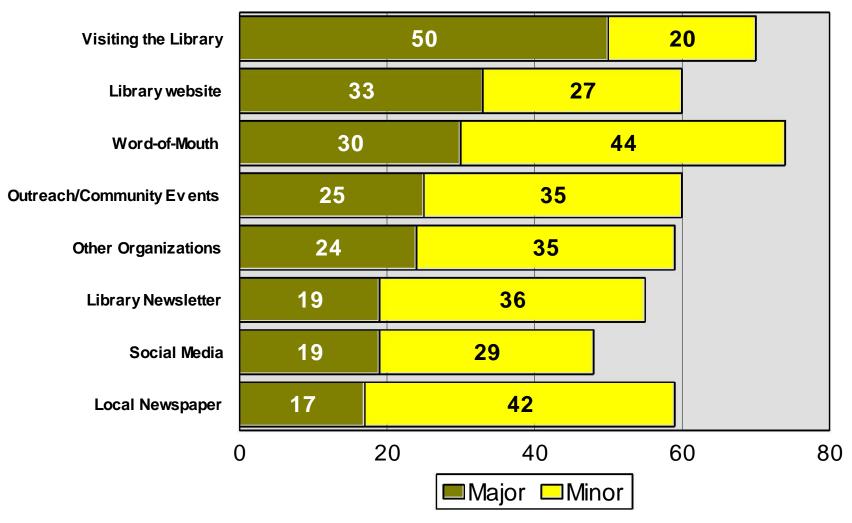
Meeting Needs of Diverse Communities

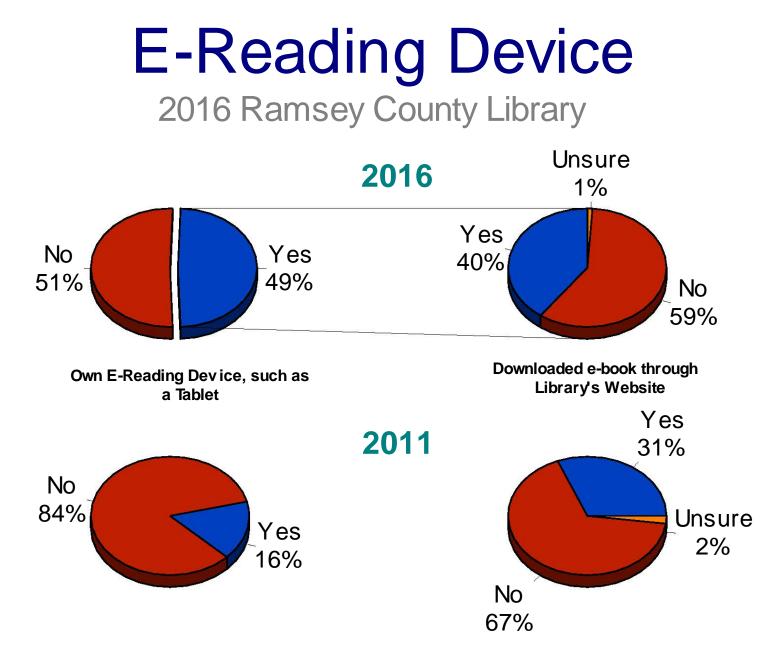
2016 Ramsey County Library



Sources of Information

2016 Ramsey County Library





Public libraries are key providers of public access in our community

As using computers and the Internet has become a necessity across many facets of daily life, libraries serve as an important site for free access to computers and the Internet:

- According to Pew, 4 in 10 American adults do not have high-speed broadband at home.¹
- Library computer use is widespread: A third of Americans ages 14 and older (77 million people) use library computers and the Internet.²
- More than three-quarters of those who accessed the Internet at a public library had access elsewhere. These patrons used public access when they needed a faster connection, during gaps in access, while running errands or during lunch breaks, and to reduce isolation.²

Your library's public access at work

- At Ramsey County Library there are 329 public access terminals and 7 wireless hotspots within the library system.
- Of the respondents, **635 (61%)** used a computer in the library to access the Internet during the past 12 months, with frequencies as follows:
 - 174 (27%) did so once a week or more frequently;
 - 133 (21%) did so about 1-3 times a month;

328 (52%) did so less than once a month. 54% (563) of respondents say that public access to

computers and the Internet is important or very important

LIBRARIANS MAKE A DIFFERENCE

Of survey respondents who use the library's public access technology, 52% got help from a librarian, library staff, or volunteer to use the library's computers and Internet.

to them, personally. 89% (924) say it is important or very important to have these resources available for others in our community.

• The beneficiaries of library Internet access often extend beyond the individual users; 34% (256) of users found information or performed tasks for other people using the library's computers or Internet connection.

Who uses Ramsey County Library's public access?

- 84% (624) of Ramsey County Library's public access technology users have alternative Internet access somewhere other than the library. Of those, 47% received help when they visited the library.
- Of the 583 respondents with alternative access who received help, 19% were 65 years and older.
- 16% of Ramsey County Library's public access technology users are low income (below 200% of the poverty line).
- Of public technology users with no alternative access, 36% are low income.

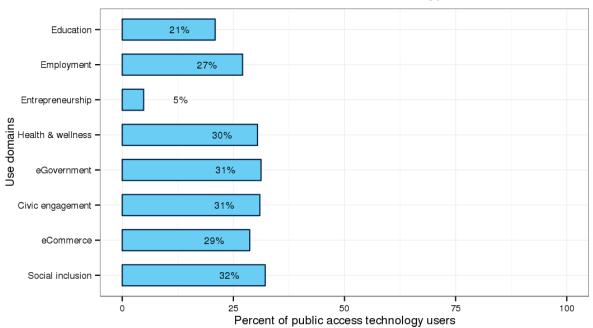
Major uses for library computers in our community

Employment

- 27% of public technology users at Ramsey County Library used the library's public computers or wireless connection for employment purposes.
- 14% of users used the library's technology resources to apply for a job. 10% were granted an interview, and 7% were hired for a new position.

Education

- Of public technology respondents, **21%** used library technology for educational purposes.
- Of those that used public technology for educational purposes, 78% took an online class, did research or did homework for a class.



How Do Patrons Use Public Technology?

This report features results on how Ramsey County Library patrons use public access technology. The survey ran from November 22, 2016 to December 06, 2016 and 1,037 patrons completed the survey.

¹ Zickuhr, Kathryn, Lee Rainie, Kristen Purcell. (2013). Library services in the digital age. Pew Research Center's Internet & American Life Project. Washington, D.C. http://libraries.pewinternet.org/2013/01/22/Library-services/

² Becker, Samantha, Michael D. Crandall, Karen E. Fisher, Bo Kinney, Carol Landry, and Anita Rocha. (2010). Opportunity for All: How the American Public Benefits from Internet Access at U.S. Libraries. (IMLS-2010-RES-01). Institute of Museum and Library Services. Washington, D.C. http://impact.ischool.washington.edu/us-publiclibrary-study.html





Resident Survey Research: Technology Use and Access June 16, 2016

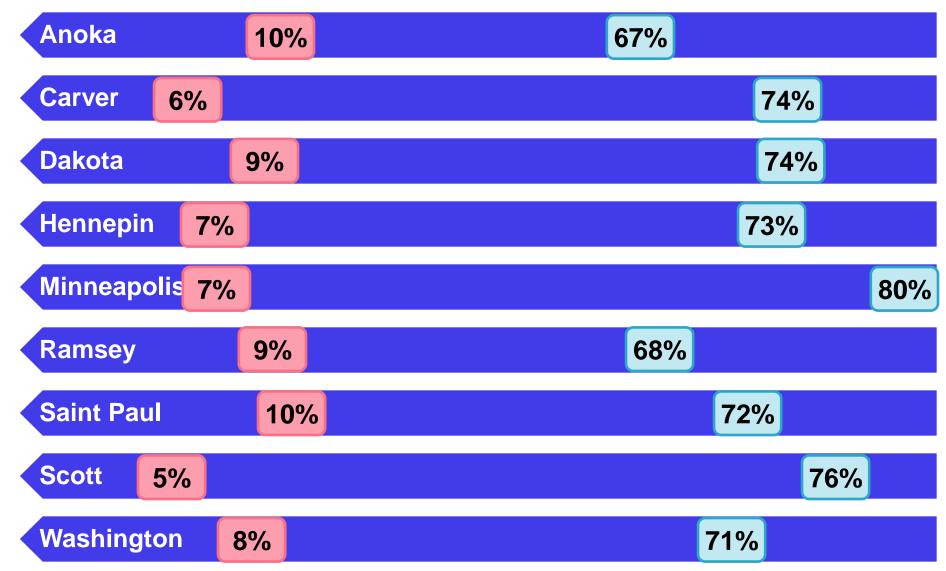


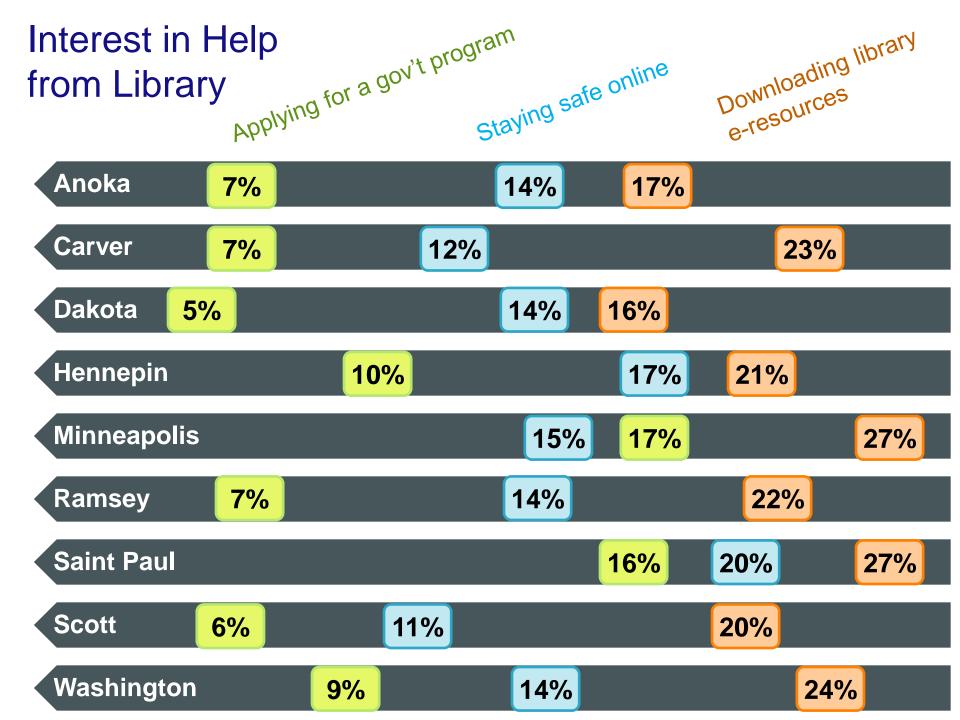
This research was made possible in part by funding from the Minnesota Department of Education through a Library Services and Technology Act [LS-00-15-0024-15] grant from the Institute of Museum and Library Services.

Access to Home Internet Comfort Using Technology

No Home Internet

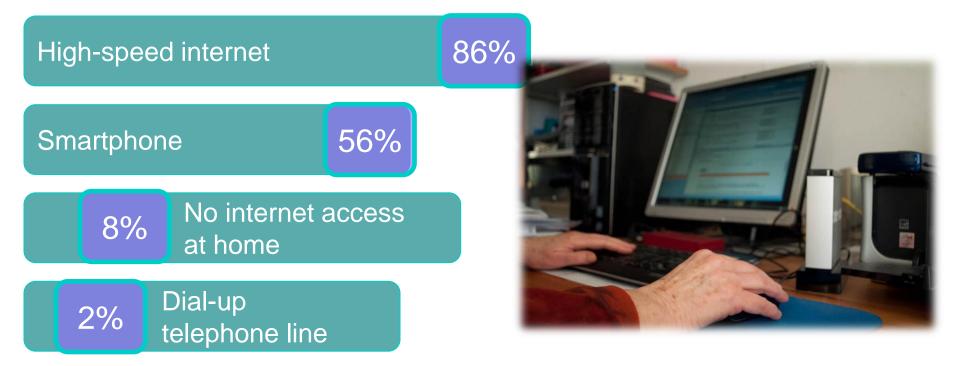
Very comfortable





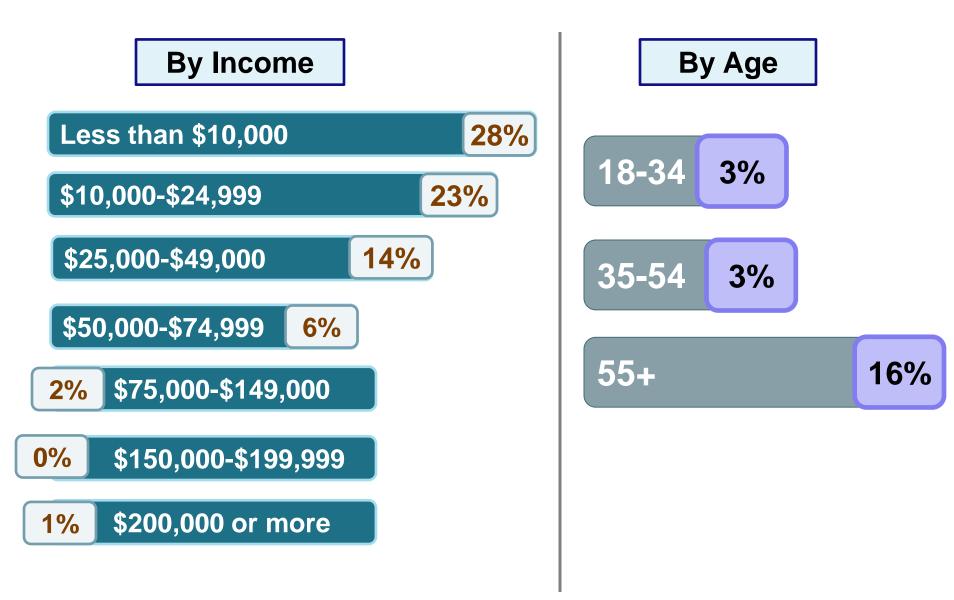
Home Internet Connection

How do you connect to the internet at home, if you do?



Total exceeds 100% as respondents could select more than one option.

Households without Internet Access

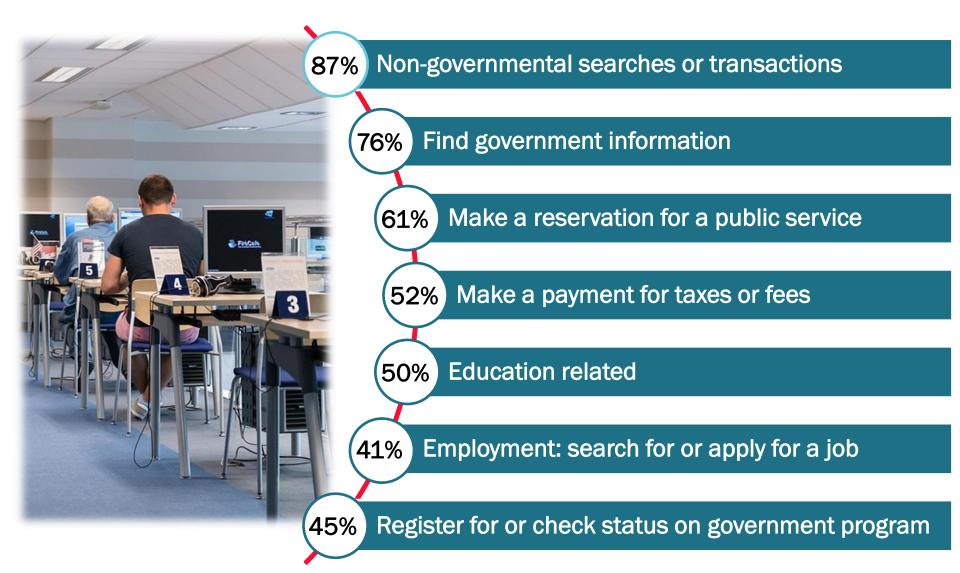


Overall, residents were about equally likely to use computer or smartphone to access internet, but . . .

Younger people more likely to use smartphones and older people more likely to use computers



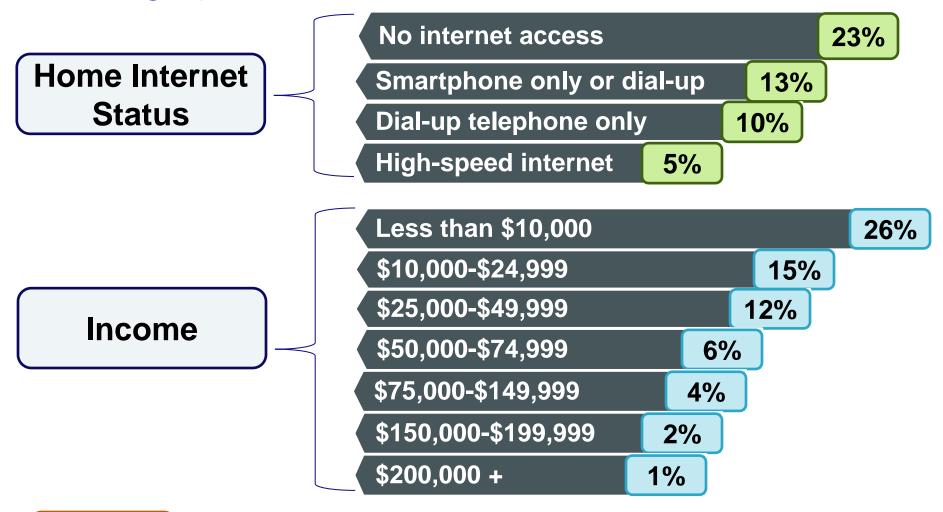
Use of Internet for Governmental and Non-governmental activities



7% of residents use computers or internet at libraries at least weekly; about 15% do so at least monthly



Daily or Weekly Public Library Computer Usage by Demographics





Students use public library computers daily or weekly

7% of residents have visited a public library to use computers to conduct e-government transactions or access government information

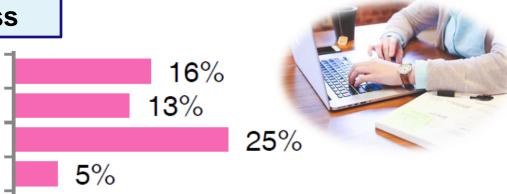


7%

Residents who ever use Public Library computer to access government information or conduct e-government transactions

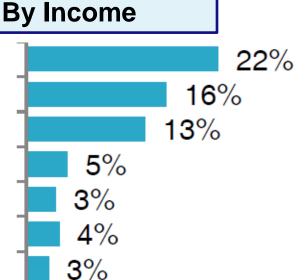
By Internet Access

No internet access at home Dial-up telephone only Smartphone only or with dial-up High-speed internet





Less than \$10,000 \$10,000 - \$24,999 \$25,000 - \$49,999 \$50,000 - \$74,999 \$75,000 - \$149,999 \$150,000 - \$199,999 \$200,000 or more

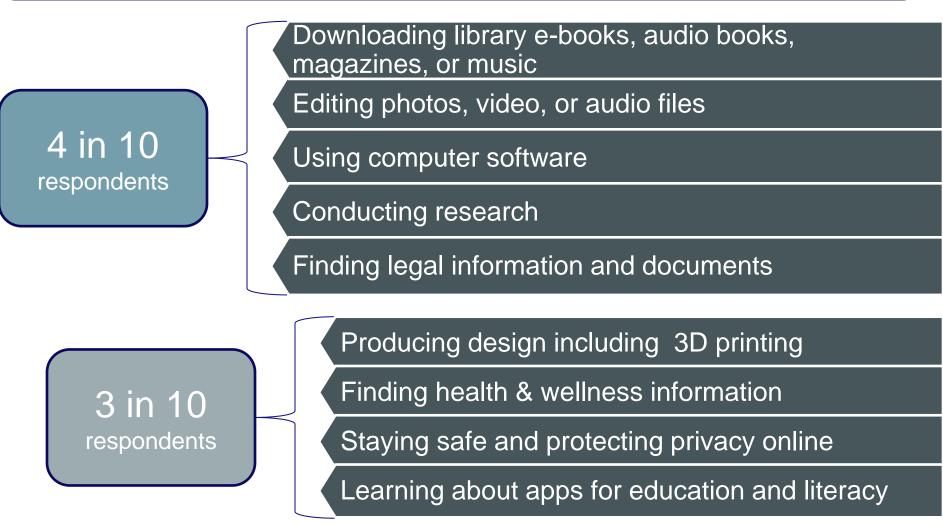


Residents expressed interest in receiving technology help from the library



Interest in Learning Computer Skills

Would you like the library to help you with any computer skills of activities?



Respondents who answered yes or maybe

Interest in Apps for Education and Literacy

2 in 10 respondents with children in household





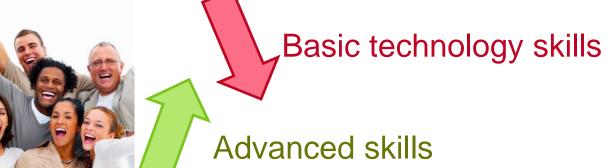
1 in 10

respondents without children in household



Basic technology skills

More technical, social, community, political activities

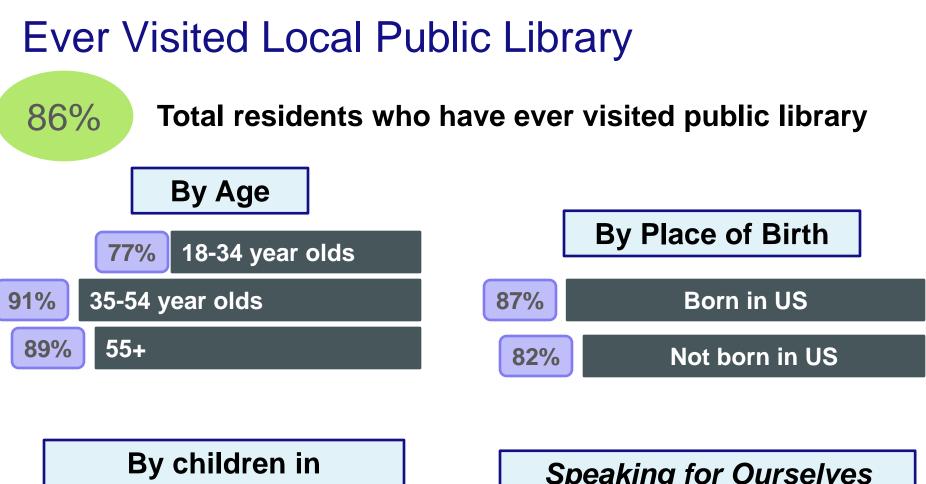






Nearly all residents have heard of their local public library, and 86% have visited it









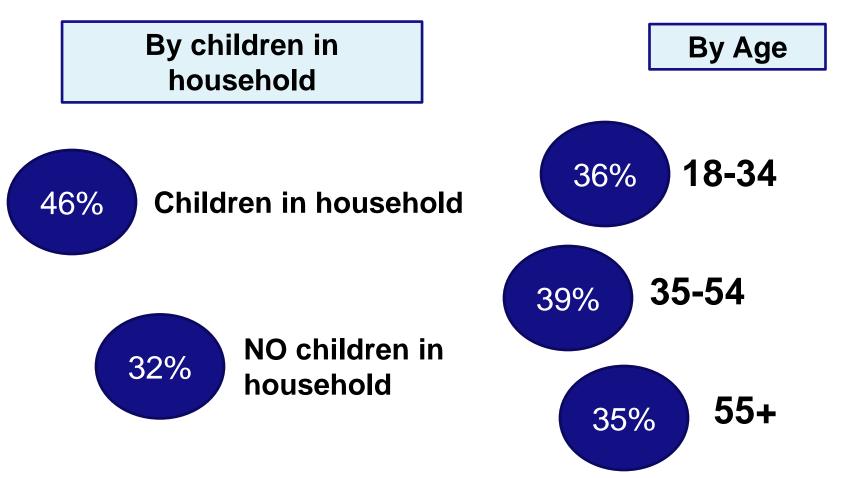
About a third of residents visit the public library at least monthly



Library Usage



Overall respondents who visit the Public Library at least monthly

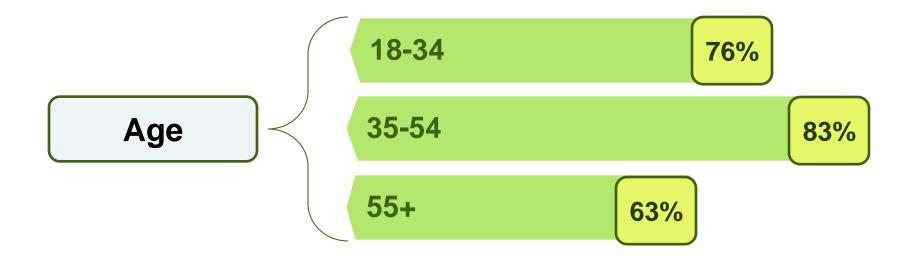


In the last year, about three-quarters of adults used the internet from outside the library to use a public library website or app

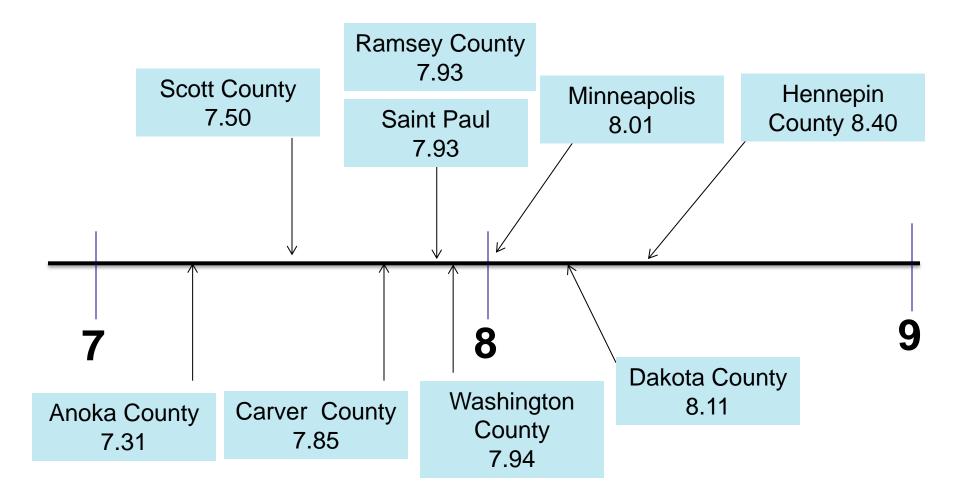


Used Library Website or App





Average Library Recommendation Ratings



Average rating where 0=Not At All Likely 10=Very Likely



Request for Library Board Action

Meeting Date May 16, 2018 Action Requested Information and Discussion Presented By Jill Boldenow, Library Director

SUBJECT:

Capital Planning Update

BACKGROUND:

Library staff continue to work with MSR Design to produce pre-design options for Ramsey County Library in Maplewood. Staff will share recommendations to the Library Board when complete.

Ramsey County Property Management is issuing an RFQ to hire a consultant to produce a Ramsey County Library Facilities Master plan for 2019-2025. The RFQ is tentatively scheduled to be open from May 16-June 14. A consultant will be selected in mid-July, and work will occur from August to mid-December. Ramsey County Property Management will manage the RFQ process. The announcement will go to CERT program vendors, which includes certified minority-owned business enterprises, women-owned business enterprises, and small business enterprises.

We seek a Library Board member to participate on a proposal review and interview team, which will include Ramsey County Library and Property Management staff. Team members will review applicants' proposals from mid-late June and take part in interviews tentatively scheduled for July 9-11.

BOARD ACTION REQUESTED:

For information, discussion, and identification of Library Board member for interview team.

Media Happenings

April - May

Facebook Highlights

Ramsey County Library County Published by Pa Na Lor 121 April 13

Deeg Published by Ferreactor The opinities



Published by Kristi Bassett Saksvig 1/1 April 14 at 1.49pm 🔞 The libraries in Maplewood, Mounds View, New Brighton and North St. Paul will close at 2 p m today 1.408 people reached st Post OP Sophie Gray Mariene Moulton Janssen and 16 others 3 Comments 2 Shares n Like Comment A Share A + 00000 Minet Relevant + Sy. Theresa Stewart Whatever, I'm sure they will still collect late fees Merry Christmas RCL Like Reply Message 4w Carly McEathron Probably not. They usually take the Dropbox books and consider them turned in on the last 0 day they were open (so, today), since they can't prove otherwise. I've looked into it. 02 Like Reply Message 4w -00000 Bonnie Bassett Thank goodness. Be safe out there Like Reply Message 4w 8 Obec Brandon Skjefte-Buck is with Hillary Walker at Ramsey County Library pril 15 st 4 17pm Rosevile Mtr et I may be at a library in Ramsey but I had to park in Hennepin because although people may be literate ney certainly don't know how to park between the lines learned2ColorBetweenTheLinesNowParkBetweenTheLines #struggleIsRear #LongHashlags 0 Rold B W Ramsey County Library Comment BLike A Share 2.4 O Russell Baster Jackie Glander You are over by me Lina Repty 3w 🖌 🚯 Brandon Skjate-Buck replied: 1 Reply Russell Baxter Funny Like Reply 3w Russell Baxter Educated doesn't mean smart 😦 Like Rebly 3e Ramsey County Library -.... Published by Pa Na Lor 😰 April 18 at 10:00am 😽

Ramsey County Library

In 2017, volunteers dedicated a total of 22,171 hours to Ramsey County Library. We can't thank you enough!



O People have watched this video for a total of 29 minutes

Boost Post

OO Teresa Freeland Rachel B Knudson and 10 others

R. course





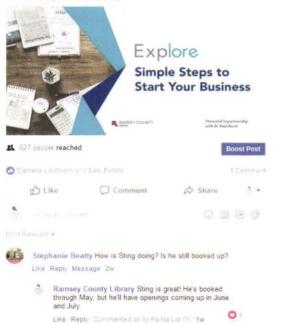


Like Reply 2w

Ramsey County Library Published by Pa Na Lor (19) Aptil 25 at 10.44am (18)

Learn about the advantages and disadvantages of owning a business. marketing, funding sources and more Details https://host6 evanced info /melsa/ramsey/eventcalendar asp

....



R Creoser



Central Park is well represented at the Roseville Area Schools art display, now showing at the Roseville Library!



CO Rankey County Ebrary Susan Weigman, Angela Garding Camacho and 10 others



Anita Phillips Russo added 2 new photos — checked in to Ramsey County Library April 29 at 1 08pm. Roseville, MN, vel

2. -





Shannon Schuvit shared Sarah Wolfe's post apili 15 ista Gipmi 🦃

-

E's art is being showcased at Ramsey County Library until 5/11. Stop by and check it out!

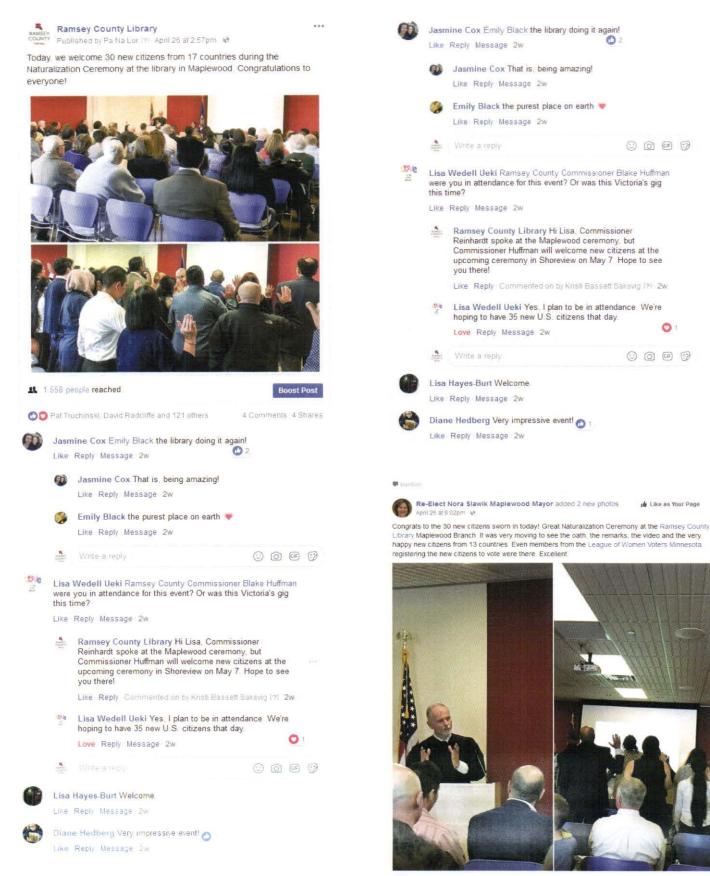
Sarah Wolfe 🖡 Little Caslada Elementary School PTA April 16 at 3.59pm 💊 1

Come see 44 pieces of little Canada artwork of the ail distinct art show at the Roseville Public Library on Hamiline Ave. If you are able, there will be cookies and art leachers from all buildings present tonight from 5-Tom, Spread the word!

T Like Comment A Share

2. +

O Grethe Bornhoft, K Elizabeth Giddings and 3 others



00 Ramse) Counti Library Steven Vogel, Mary McGaa Beck and 7 others



Ramsey County Library

Published by Pa Na Lor (?) April 28 at 10:00am - 🙆

What was the last book you finished in one sitting?



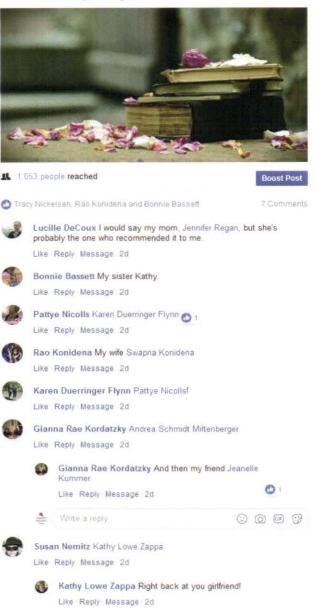


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Ramsey County Library

Published by Pa Na Lor 171 May 11 at 1.00pm 🖉

Imagine you just finished an incredible book, possibly the best one you've ever read. Who are you telling first?

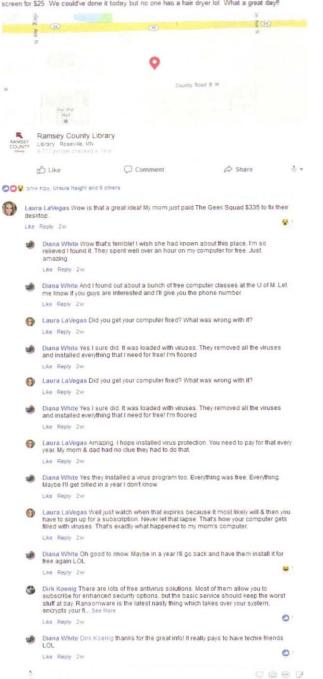


9 Creek

1 Diana White is at Ramsey County Library

April 28 at 12 11pm. Roseville, Mr. 48

I'm having my computer repaired for free at the Fix-it Tech event at the Roseville Library. The store I called offered to "trouble shoot" the problem for \$60 and who knows how much after that ALSO the volunteer tech from the U of M said to bring my phone in and they'll replace the broken screen for \$25. We could've done it today but no one has a hair dryer lol. What a great day!!



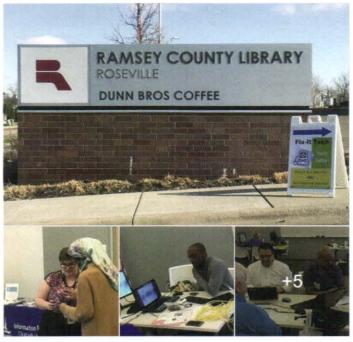
Morganna Long Wish I would've known about this, that's awesome Like Recty In

Diana White Yeah I just found out myself. And they had so many great resources four classes. Etc too

m

Fix-It Tech added 8 new photos to the albumi Fit-It Tech at -Ramsey County Library - with SPNN in Roseville Minnesota April 28 at 2:30pm @

Fixing is Fun! Ramsey County Library SPNN



Ramsey County Library, Hnou Vang, Samson Liberta and 7 others

h Like

Comment

4 4

A Share



Twitter Highlights:



Follow

Follow

In honor of #nationallibrariesweek, we need to share the fantastic work being done at @rclreads for people with #dementia: bit.ly /MemoryMinders @Mind_Start was thrilled to collaborate on these kits and is glad to help others. @ALALibrary 12:47 PM - 12 Apr 2018

12:53 PM - 12 Apr 2018								
1 Retweet	1 Like	•						
\bigcirc	tl i	• 1						



@rclreads Rose ville has some impressive art from Roseville MN students. We always enjoy the great works.

9:46 PM - 25 Apr 2018



staffers were courteous but firm. Now all is quiet. Thanks.

6:17 PM - 17 Apr 2018

11 M



Rich Neumeister Grichneumeister

Follow

Let's see now today:

@hclib @rclreads

store for cake and ice cream then we will see what happens after that......

9:00 AM - 14 Apr 2018



In five hours made journey to @hclib and @rclreads via LRT/bus.....LRT stall for forty minutes.....then #Byerlys....got my stuff....partic Roberta Flack's greatest & #birdseyeview



5 Likes		e				
Q 1	t]	♥ 5				
MANUSEY COUNTY TIME	Tweet yo	ur reply				
	Charlotte Tuttle @CharTalks Apr 14 Replying to @richneumeister @rclreads @hclib Whoa bad day to be running around, but if ya gotta					Ŷ
	0	13	Ö	M		



Renee Grassi @MissReneeDomain Apr 19 Listening to the fabulous @libraria present at @rclreads about her experience as @MNlibraries President. And what an inspiring and impactful leader she was!



0 4 M 01 11



Renee Grassi @MissReneeDomain - Apr 19

Honored and excited to be here at the beautiful Shoreview Library at @rclreads to present at their Staff Day Workshop! #librarylife #thursdayfun #libraries - at Ramsey County Library - Shoreview



t1 9 6



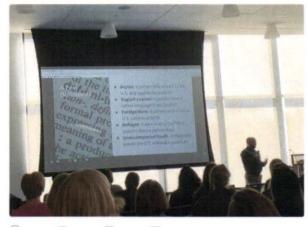
Renee Grassi @MissReneeDomain - Apr 19

Thank you, @rclreads for inviting me to present Inclusive Customer Service at your Staff Day today! And thank you for advocating for the #inclusion of people with disabilities at your library by wanting to learn more. #librarianlife #librariesareforeveryone





Renee Grassi @MissReneeDomain - Apr 19 Here are @rclreads learning about serving English Learning patrons in public libraries. DYK-immigrants and refugees are the two largest groups in the U.S. #inclusion



11 M



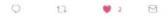
Follow

0

11

Despite a strangely 😣 snowy 📖 bday 👘 I visited my fave library! 🔚 @rclreads 🏥 Of course on my bday 🥮 #FullHouse 🏫 isn't playing 😟 on @nickatnitetv! 🎥 Thanks 🙏 @hallmarkchannel 🎞 for #FullHouse 🎧 marathon! 😃 What a unique bday! 😔

. 2



💙 Anjali Arvikar 🎜 @LuckyRoxy493 · May 4 Another fun day 😌 just hanging out at my fave library! 📗#ReadingRocks 듣 #WritersLife 🧪 #AsAWriter 📖 @rclreads 🁔

M

💙 3

m

MPCA @MnPCA Apr 24

Prevent e-waste! Get a free tune-up or repair at @rclreads & Fix-it-Tech's April 28th event: ow.ly/y0T130jBjn1



Q 🚺 4 🤎 4 🖸



City of Shoreview MN I City of Shoreview · May 8 Shoreview's Human Rights Commission & Orcheads staff hosted a Naturalization Ceremony yesterday at the Shoreview Library. Mayor Martin & Ramsey County Commissioner Huffman welcomed 30 citizens from 16 different countries.



Q ti 2 🔮 5 🖸

RamseyCountyLibrary @rcireads Apr 26 Today, we welcome 30 new citizens from 17 countries during the Naturalization Ceremony at the library in Maplewood. Congratulations to everyone! #maplewood #citizenship





Follow ~

Replying to @rclreads

the next step is working on being comfortable with your speaking and meeting leadership goals. Check out a Toastmasters club in St Paul or the surrounding area by going to the District 6 Toastmasters website and click find a club d6tm.org/welcome/

4:48 PM - 26 Apr 2018

9 ti 0 13



Nora Slawik @noraslawik · Apr 26

@rclreads in @MaplewoodMN for a very moving Naturalization Ceremony. Good remarks by @RamseyCounty Commissioner Reinhardt. Congrats to our 30 new citizens!



MJ @M_3927 · May 4

@rclreads thank you for being a safe space for me during this life detour. I am reading books again. #grateful



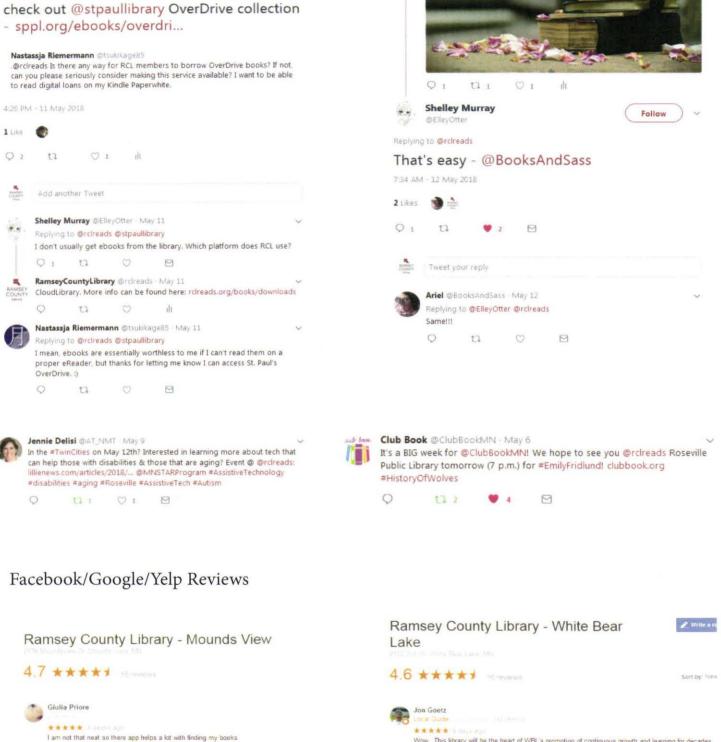
#Grateful @HashtagGrateful · May 4

We're grateful for your post! RT @M_3927: @rclreads thank you for being a safe space for me during this life detour. I am reading books again. #grateful





RCL discontinued use of OverDrive almost 2 years ago. Consolidating resources to 1 platform allowed us to develop a larger, more robust e-book collection. RCL cardholders can check out @stpaullibrary OverDrive collection - sppl.org/ebooks/overdri...



Wow. This library will be the heart of WBL's promotion of continuous growth and learning for decades. Great facility, great activities, and open to everyone 10 stars.

RamseyCountyLibrary @rdreads - May 11

ever read. Who are you telling first? #books #amreading

Imagine you just finished an incredible book, possibly the best one you've

=

Business People: Sunday, April 15

By PIONEER PRESS | news@pioneerpress.com April 14, 2018 at 10:37 pm

ARCHITECTURE/ENGINEERING

The Upper Midwest Region of the Design-Build Institute of America presented its 2018 award winners: Project of the Year: Augsburg University-Hagfors Center for Business, Science, and Religion, McGough; Design-Build Excellence Award: Ramsey County Library-Shoreview, HGA; Design-Build Merit Award: Carleton Music and Performance Commons, McGough; Design-Build Honorable Mention: Schneiderman's Furniture, Opus Design-Build; University of Minnesota – Driven to Discover (State Fair), McGough.

AUCTIONS

Auction professional **Connie Johnson of Kurt Johnson Auctioneering**, White Bear Lake, was awarded the **Pat Massart Scholarship** during the **Certified Auctioneers Institute** at **Indiana University**. CAI is an industry training program developed by the **National Auctioneers Association** for auction professionals.

DEVELOPMENT

Davis, a Minneapolis-based health care real estate development, property management, brokerage and investment firm, was ranked one of the nation's leading developers of medical office buildings in the **Revista HRE Outpatient Development Report**.

EDUCATION

Four Minnesota teams among others nationwide are vying for the \$250,000 prize in the **Schulze Entrepreneurship Challenge** from the **Schulze School of Entrepreneurship** at the **University of St. Thomas: ExpressionMed, University of St. Thomas; Safe in Sound, University of St. Thomas; Vetiver Solutions, University of Minnesota; Davinci's Acu-track, St. Olaf College.** ... The **Little Gym of Edina/St. Louis Park**, an interactive play space for young children, recently received **The Little Gym's** President's Circle Award at the company's 2018 Reunion conference. ... **Slam Academy**, Minneapolis, announced that its new Music Industry Program will be taught by **Scott LeGere, McNally Smith's** former Music Business department head. ... The **Eagan Foundation** is awarding scholarships to 124 Eagan-area graduating high school seniors. ... The **Academy of Whole Learning** has announced its new location at 3500 Williston Road, Minnetonka.

FINANCIAL SERVICES

Firefly Credit Union, Burnsville, announced that President and CEO Bill Raker will retire at the end of this year. The company also said it has promoted Carrie Frost to the position of senior small business adviser. ... Justin Halverson, a member of the Insured Retirement Institute's Advisor Council, traveled to Washington, D.C., for National Retirement Planning week and the Insured Retirement Institute's Financial Fitness Check-Ups. He is a founding partner of Great Waters Financial, with offices in Minneapolis, Richfield, Plymouth, White Bear Lake and Duluth. ... Ascent Private Capital Management of U.S. Bank has been awarded Best Multi-Family Office (\$5 billion to \$15 billion assets under management) by Family Wealth Report. Ascent was also honored for Outstanding Contribution to Wealth Management Thought Leadership. U.S. Bank is based in Minneapolis. ... Accounting firm BerganKDV announced the additions of Payroll Processor Bonnie Gilbert in St. Cloud and Audit Manager Kelly Wait in Bloomington. ... Royal Credit Union, St. Paul, was honored with six Diamond Awards and one Category's Best Award, by the Credit Union National Association Marketing & Business Development Council.

GOVERNMENT

Ramsey County has announced that Karen Francois will join county offices as deputy county manager – Information and Public Records on May 1.... The Minnesota Department of Employment and Economic Development announced that Kolu Wilson has been promoted to assistant commissioner for the Office of Economic Equity and Opportunity.

GRANTS

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LET IT BE KNOWN (/ARTICLES/LET-IT-BE-KNOWN)

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COMMUNITY CALENDAR (/COMMUNITY-CALENDAR)

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Parkinson's disease: just the facts

TESTING

Submitted by admin on Tue, 04/17/2018 - 9:50am

Are you familiar with Parkinson's disease? Many people associate it with Michael J. Fox or Muhammad Ali. Parkinson's is a neurodegenerative disease and although there is no cure, there are a number of treatment options to manage symptoms.

April is Parkinson's Awareness Month and the Ramsey County Library system is hosting two events where people can learn the basics of Parkinson's disease. The first is Wednesday, April 25, from 1 to 2 p.m. at the Roseville Library, 2180 Hamline Ave. N. The second is Monday, April 30, from 7 to 8 p.m. at the Shoreview Library, 4560 Victoria St. N.

Go to learn more about the basics of Parkinson's. Topics covered will include motor and non-motor symptoms, Parkinson's management, how to live well with Parkinson's and resources from the Parkinson's Foundation.

The presenters are volunteers living with Parkinson's who will share education about the disease and their experience and journey living with it. The presentation will include a question and answer session.

Presented in partnership with the Parkinson's Foundation, admission is free and the program is open to all.

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63 °F 42 °F 67 °F Mostly Sunny ⊥ ∭ St. Paul, MN Weather

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Local arts organization brings artist interviews to Roseville Library

Submitted by admin on Tue, 04/17/2018 - 10:46am

By: Mike Munzenrider (/by/mike-munzenrider)



(/articles/2018/04/17/local-arts-organization-bringsartist-interviews-roseville-library) (/articles/2018/04/17/local-arts-organization-bringsartist-interviews-roseville-library)



FEATURED ARTIST

Saturday, April 21st 2:00-3:00pm Roseville Library

Thomas Willicombe is an artist and art educator currently teaching at South High School in Minneapolis. He primarily paints realistic watercolors in a variety of subjects including portraits, still lifes, and landscapes.

ARTS ROSEVILLE



FEATURED ARTIST

Saturday, May 19th 11-12am Russville Library

Jancyn Bindman is a local makeup artist and portrait photographer. Her company Blanc Sketch Artistry specializes in Wedding & Special Occasion makeup, as well as contemporary portraits with an editorial flair. Arts Roseville is launching its first community-facing program since its recent reinvigoration.

The nonprofit group, up until last fall known as the Roseville Arts Council, has a new board and a new name, and its Featured Artist Program, an interview series, begins Saturday, April 21, from 2 to 3 p.m. at the Roseville Library.

Jancyn Bindman, a makeup artist and portrait photographer, joined Arts Roseville last summer when it put out a call for new members after, under its former name, being dormant for five years. She's on the group's programming committee.

"[The interview series] was just an idea I had after watching a bunch of interviews with Chase Jarvis and other artists," she said, referencing the photographer and entrepreneur.

Bindman, along with her husband Jevon and Eden Bart, both Arts Roseville board members, are spearheading the series, which will feature monthly events at the library through October.

Either Bindman or Jevon will conduct the interviews, she said, and attendees should expect something like an Oprah Winfrey Q-and-A without the giveaways, or a conversation like what's seen on "Inside the Actor's Studio." Attendees can come equipped with questions of their own, she added.

The series, which will tap artists from the Roseville area and greater Twin Cities, said Bindman, is "about bringing different kinds of artists and art forms to Roseville so people can experience different cultures and mediums."

Prior to going all in on makeup and photography, Bindman was a middle school music teacher. She said she switched careers for more creative license. The three-year Roseville resident added that the city seems primed for what the arts organization is trying to accomplish.

"People live here who want the arts community to come alive, but they find themselves having to go to [Minneapolis or St. Paul] to experience it," she said, noting there's huge room for more community



involvement and improvement.

"[The interview series is] definitely to inspire people to be creative themselves, and just to figure out what the artistic process is of someone who is doing it on a regular basis," she said.

Though the series is only set to run through October, Bindman said there are already enough potential interview subjects to sustain it for a couple years.

She said folks should "definitely come and enjoy" the family-friendly events and expect some visual stimulation along with the conversations.

The interviewee for the first installment of Arts Roseville's Featured Artist Program is Thomas Willicombe, an artist and art educator at South High School in Minneapolis, who paints watercolors of a variety of subjects.

Bindman herself is the second featured artist, set to take the hot seat on Saturday, May 19, from 11 a.m. to noon. For more information about Arts Roseville go to <u>www.artsroseville.org (http://www.artsroseville.org</u>). The Roseville Library is located at 2180 Hamline Ave. N.

— Mike Munzenrider

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Roseville agrees to back new circulator bus, but seeks expansion to serve more immigrants

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(http://www.lillienews.com/simpleads/redirect/202533)

By: Warren Wolfe (/by/warren-wolfe)

Roseville City Manager Pat Trudgeon will spearhead an effort to expand a new midday bus service on Tuesdays to include apartments that serve immigrants in southeast Roseville, as well as seniors and people with disabilities.

The Roseville City Council voted April 9 to spend up to \$1,460 a month for six months on the Roseville Area Circulator Bus that began operation the next day, but pulled back from a nine-month commitment after sharp criticism from community advocates for immigrants and others in southeast Roseville.

The circulator bus is a project put together by nonprofit Newtrax bus company of White Bear Lake and the Roseville Community Health Action Team (CHAT), which earlier identified transportation issues as a health risk for some seniors, people with disabilities and immigrants, who may have trouble getting to medical care and grocery stores.

Sara Barsel, the convener of CHAT, told council members that she and Newtrax had tried to contact managers and owners of several apartment buildings near Rice Street and Larpenteur Avenue, as well as representatives of some immigrant groups, but had no luck getting permission to hold informational meetings or post signs.

Sherry Sanders, who represents several groups in that area including the Lake McCarrons Neighborhood Association, noted that language and cultural differences sometimes impede communication, and told the council that CHAT should have sought help from her and other advocates who have relationships with immigrants living in the area.

Council members agreed that the project should proceed, but with city staff leading an effort to contact apartments that house immigrants from Bhutan, Burma and other countries, and report back on progress in about two months.

So far, so good

Newtrax said it intends to seek donations from area businesses served by the bus, reducing the amount the city would pay to support the service. The primary costs are for drivers' pay and gas. Newtrax is donating use of the buses. Passengers can make voluntary donations, but there is no fee for rides.

The circulator bus project is modeled after a similar one Newtrax started last October in White Bear Lake. That project has a south loop and will add a north loop in the next few months, said Scott Olson, Newtrax transportation coordinator.

Newtrax has 45 wheelchair-accessible buses now used to take people with disabilities to and from jobs and skills-training sites mornings and afternoons.

In Roseville, buses picked up 18 passengers on the program's first day of service April 10, but four pickup spots had no riders, Olson said. He, Barsel and Trudgeon said they were pleased with the start and expect ridership will grow as more people learn of it — as has happened in White Bear Lake.

Each Tuesday from 10 a.m. to 1:55 p.m., two accessible 12-passenger buses will pick up people at Greenhouse Village, Roseville Seniors House, Roselawn Village Apartments, Sienna Green, Heritage Place, and Villa Park Senior Condos, and in St. Paul at The Heritage and Lyngblomsten Apartments. Rides are available to anyone, not just those who live at those housing sites.

The drop-offs are at two Cub groceries, Target, <u>Roseville Library</u>, Fairview Community Center and the farmers' market at Corpus Christi Church at Fairview Avenue and County Road B.

The loop covers Larpenteur Avenue from Hamline Avenue to Dale Street, north to County Road B, west to Snelling Avenue, south to Roselawn Avenue, east to Hamline and south to Larpenteur. It also includes spurs connecting to the Fairview Community Center and to two apartment buildings in St. Paul on the Lyngblomsten housing campus.

Maplewood police trying to locate missing girl, 15

By PIONEER PRESS | news@pioneerpress.com April 19, 2018 at 7:29 pm

Maplewood police are asking the public to help locate a missing 15-year-old girl.

According to police, Aleonna Madsen was dropped off at Maplewood Mall at 5 p.m. Friday. She then went to the Ramsey County Public Library in Maplewood and was supposed to return home, but she never did.

Madsen had been arguing with her parents at the time, police said.

Although she attends North St. Paul High School, Madsen is believed to be in St. Paul.

Anyone with information about her whereabouts is asked to call Maplewood police at 651-249-2631.

ADVERTISING

Minneapolis job fair is by teens, for teens

Students meet potential employers face-to-face with real jobs on the line.

By Miguel Otárola (http://www.startribune.com/miguel-otarola/396828811/) Star Tribune

Arwah Gedi admitted he was a little shaky during his first conversation with a recruiter at the 13th annual Minneapolis Teen Job Fair on Saturday.

"The first one, I was nervous," said the 17-year-old, a junior at Southwest High School. "The next one lessened my anxiety."

By the end of the afternoon, he had interviewed with several companies and organizations, accruing a decent stack of business cards in his shirt pocket.

"You get to get out of your comfort zone," Gedi said of the interviews.

"This is one of the great ways to pave the path for your success in life."

Dozens of students aged 14 to 24 stopped by the Minneapolis Central Library to fill out applications, meet with recruiters and even sit down for an on-the-spot interview. The goal? Leave with a follow-up interview and if possible, a job.

Recruiters for about 20 companies — including retailers Sears and TJ Maxx and metroarea shops Cookie Cart and Lunds & Byerlys — were stationed at the second floor of the library meeting with job-hungry teens.

But the career fair also allowed students to practice skills they will need later in life, such as writing résumés, dressing the part and asking important questions, said Marc Woods Jr., the employment committee coordinator for Minneapolis Youth Congress, one of the event's lead organizers.

"The worst thing somebody can tell you is 'No,' " said Woods, 30. "Don't let anything get in your way; don't let anything detour you."

"The more you show interest in something, the better opportunity you have," he added.

Students from the Minneapolis Youth Congress start to organize the fair at the beginning of the school year.

Damari Jordan-Onchiri, a senior at Edison High School and one of the members of the Youth Congress, said the fair allows students to discover career options.

"There are multiple opportunities out there for you, and you should take advantage of as many of them as possible," she said.

It is also helpful for teens who feel the need to contribute financially to their families. "I think it's important that we offer this resource once a year to them," she said.

Saturday's fair also featured a career panel, a résumé-building workshop and opportunities to volunteer for nonprofit organizations.

Wendi Parkman, a recruiter for Sears, said she had scheduled 15 job interviews by the end of the afternoon.

Student fairs, she said, are great for companies "that are wanting to help get them prepared for life in the work world ... so it isn't so scary for them."

Gedi showed up early, wearing a gray button-down shirt, a paisley green tie and khakis. "Always dress to impress," he said.

He hoped his interview with Kelber Catering, a Minneapolis-based catering company, would turn into a job. And he's ready to go, he said, looking to start before school lets out for the summer.



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UNCATEGORIZED

Roseville Library to host series on local politics



Downtown St. Paul, in August 2015. (Pioneer Press: Scott Takushi)

By PIONEER PRESS | news@pioneerpress.com PUBLISHED: May 4, 2018 at 1:08 pm | UPDATED: May 4, 2018 at 1:10 pm

Roseville Library is hosting a series entitled "All Politics is Local" later this month and in June.

The first program — "A Black Conservative in the Land of Ten Thousand White Liberals: a Conversation with Peter Bell" — will take place at 1 p.m. Tuesday, May 22. Bell is the former chairman of the Met Council as well as a former member of the University of Minnesota's Board of Regents.

Dan Lanegran, a professor emeritus of geography at Macalester College, will discuss politics and economics involving the transformation of urban landscapes in the program "Who's Buying Up St. Paul? Redevelopment and Historic Preservation In Our Historic City." The program will start at 1 p.m. on Tuesday, May 29.

Former St. Paul Mayor George Latimer will discuss his city's politics, city life and changing times at 1 p.m. on Tuesday, June 5. Latimer served as mayor from 1976 to 1990.

The events are co-sponsored by the Osher Lifelong Learning Institute of the University Minnesota with financial support from Minnesota's Arts and Cultural Heritage Fund.

The programs are free and there is no requirement for those attending to pre-register.

Roseville Library is located at 2180 Hamline Ave. N.



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Library names poet laureate

May 7, 2018



Michael Kleber-Diggs

Anoka County Library recently welcomed Michael Kleber-Diggs as the new poet laureate.

Kleber-Diggs has been cherishing and writing poetry for more than 15 years and is going to share his knowledge to create settings of joy, engagement, and challenge to encourage others to give poetry a chance.

"We in the metro area have a rich, vibrant, brilliant and accessible poetry community, and I welcome the opportunity to participate in it," Kleber-Diggs said.

The poet laureate position will provide leadership for a two-year literary arts project that will be part of the ongoing celebration of its 60th anniversary and remodeled Centennial Library facility.

The poet laureate will be a coordinator and creative leader for poetic and literary arts, and it will be part of an overall effort to advance the visibility, quality and appreciation of poetic arts to cultivate a poetry-rich community.

"Libraries offer such an array of services and programs; they're more than just books," said Mark Lenz, Anoka County Library board president. "Michael's passion for poetry and desire to use poetry as a way to further build and enrich our literary community is an exciting addition to our library system."

For more information on upcoming poet laureate-related events and programming, visit www.anokacountylibrary.org.

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Roseville Library program will feature local services that help people stay longer in their homes



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(http://www.lillienews.com/simpleads/redirect/202533)

By: Warren Wolfe (/by/warren-wolfe)

As Americans live longer than ever before, more older people — even many people with memory issues — are able to remain in their own homes much later in life than any previous generation.

One reason is that more of them are willing to take advantage of community tools, programs and services that can keep them healthier, physically safer, less isolated and more engaged with their community.

A program to explore some of those services will be offered at the Roseville Library from 1 to 3 p.m. on Thursday, May 10. The program is called "Resources for Living at Home." The library is located at 2180 Hamline Ave. N.

It's part of the Caring & Coping series sponsored by the Roseville Alzheimer's and Dementia Community Action Team — Roseville A/D — the Ramsey County Library system and the City of Roseville. The series explores topics related to dementia, dementia caregiving and people with cognitive impairment.

Many people decide to leave their homes when it gets difficult to keep up with cleaning, cooking, personal care and getting out of the house to do shopping, see doctors, visit friends or attend faith gatherings. But by using some community services, more older people are choosing to remain longer in their homes — the place most people say they want to live.

At the May 10 program, presenters will offer Roseville area information about transportation services, Meals on Wheels, inhome care and chore services.

Speaking about transportation will be Scott Olson, community transportation coordinator at Newtrax, Inc., a nonprofit bus firm serving seniors and people with disabilities that has started a free weekly service in Roseville and White Bear Lake. Norm Kunselman, Roseville Area Senior Program coordinator, and Katharine Tondra, St. Anthony Park Area Seniors director, will also speak.

Other presenters will include Denise Wickiser, executive director of the Senior Services Consortium of Ramsey County, talking about Meals on Wheels; Jack Zenk, president and owner of Synergy Home Care, speaking about in-home care; and Carolyn Swenson, volunteer manager at Help At Your Door, talking about home and yard chore services.

Much of the research into "successful aging" has found that people thrive better at home when they are able to exercise regularly, remove fall-hazards in the home, maintain a balanced diet, and maintain friends and activities in their communities, including family contacts and, often, faith communities.

But when should older people consider a move to a place that offers more services than they can get in their own home? That will be the topic for next month at the Roseville Library, when the Caring & Coping series offers a program called "Is It Time to Move?" That will be from 1 to 3 p.m. on Thursday, June 14.

— Warren Wolfe retired from the Star Tribune, where he wrote about aging and health care policy. He is active in the Roseville A/D

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Assistive Technology Fair at Roseville Library

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Submitted by admin on Tue, 05/08/2018 - 10:51am

By: Warren Wolfe (/by/warren-wolfe)

Disability or impairment can strike people at any age. But sometimes life can be enriched by a rapidly expanding range of services, devices and technologies.

Many of those products will be on display at the Adaptive Technology Fair from 11 a.m. to 3 p.m. on Saturday, May 12, at the Roseville Library. The library is located at 2180 Hamline Ave. N.

Among the assistive services at the fair will be adaptive cycles to increase mobility and independence; a new phone app that creates safer interactions between police and people with autism or other special needs; telephones designed for people with physical or memory issues; medicine reminders and other aids.

There also will be at least three real live library reading therapy dogs at 11 a.m., noon and 1 p.m. for 50 minutes each — as well as robotic dog and cat "companions."

One provider, the State of Minnesota's STAR Assistive Technology Program, offers simple and complex devices and software that can help with vision, hearing, speech, mobility, daily living activities, computers, recreation, sports and other areas of life. Some of it can be borrowed, and the program maintains a website where people can donate, buy or sell used equipment.

Other providers demonstrating at the Assistive Technology Fair will be the Learning Lab for Eldercare Technologies; Courage Kenny Rehabilitation Institute; Strauss Skates and Bicycles; Ramsey County Library; Minnesota Brain Injury Alliance; Autism Society of Minnesota and VITALS Aware Services.

The event is sponsored by Roseville Community Health Awareness Team (CHAT), Roseville Alzheimer's and Dementia Community Action Team (Roseville A/D), the City of Roseville, the Roseville Area Senior Program and the Ramsey County Library system.

The Roseville Library is the first in the county system to host the Assistive Technology Fair. Other libraries are considering sponsoring similar program in the future.

— Warren Wolfe retired from the Star Tribune, where he wrote about aging and health care policy. He is active in the Roseville A/D

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Little Canada makes 'changes' to pre-Election Day voting

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Submitted by admin on Tue, 05/08/2018 - 10:42am

By: Mike Munzenrider (/by/mike-munzenrider)

Minnesotans have a wealth of ways to cast their vote and that shows up in how many of us partake in elections.

Nearly 75 percent of registered Minnesota voters participated in the 2016 election — the highest voter turnout in the nation that year — with many of them voting before Election Day.

With the pre-Election Day options taking off, those who run elections are working to catch up. Currently, voters can cast a noexcuse absentee ballot by mail or in person, or early vote where they put their ballot through a voting machine.

Coming off that historic 2016 turnout, the Little Canada City Council discussed potential "changes" to the voting options offered at the City Center ahead of Election Day at its April 25 meeting.

"Because of the amount of people who are now voting before Election Day," City Clerk Heidi Heller, who runs the city's elections, told the council, "so many cities were just overwhelmed."

The council opted to no longer offer the machine-voting option in the days leading up to Election Day, based on a city staff recommendation that said the process took up too many city resources and crowded the City Center. However, in-person absentee voting will remain an option at the City Center.

"It is such a long and cumbersome process to deal with each voter for that," Heller said of the early machine voting. "It's just the amount of things [needed each time] ... it's probably quicker for the voter do to the absentee [ballot] in the envelope."

"Changes" was in quotation marks above, because council members ultimately decided that they were not, in practice, limiting voters' ability to cast their vote prior to Election Day. The City Center will still keep extended open hours to allow for plenty of time for in-person absentee voters to cast their votes.

Lots of options

The decision also hinged on Ramsey County planning to offer 11 locations in St. Paul and throughout the county where residents can vote early, Oct. 30 through Nov. 5, the day before Election Day. Voters can go to any of the locations to cast an early vote, no matter where they live in Ramsey County.

David Triplett, an elections specialist for the county, said in an interview that with those planned 11 locations, Ramsey County Elections is more than doubling the number of places it offered people to vote prior to Election Day 2017.

"We're prepared to process more early voters than we ever have before," he said.

Said Mayor John Keis at the meeting, "If the county's willing to do this and pay for this, I don't know why we wouldn't let them."

Heller said in an email after the meeting that she didn't track staff time and other costs associated with the early machine voting, so she was unable to remark on any cost savings the city will see for the 2018 election.

Heller added that after Little Canada alerted Ramsey County Elections about its decision to not offer the early, machine-voting option, that the county told her it would plan on setting up a location in Little Canada that offers that option.

She said where that will happen has yet to be determined, though there is a county-owned facility on South Owasso Boulevard that's a potential location.

The council did not have a formal vote on the move but came to a consensus, with council member Christian Torkelson saying he was a "reticent on board," wondering why voters might feel most comfortable feeding their ballots into a voting machine.

Of course, Little Canada will still be offering its normal slate of voting options come Election Day on Nov. 6 for those who want to partake in the voting ritual more traditionally.

Keis remarked that early voting had affected his experience while taking that more traditional route.

"Last election, when I voted on the actual Election Day, the lines were a lot shorter," he said. "I thought something was wrong. I went, 'Where is everybody?"

Ramsey County early voting locations

Ramsey County Elections is offering 11 locations where county residents can vote and feed their ballot through a voting machine prior to election day. Voters can cast their ballot at any of the following locations, regardless of where they live. Each location is open for voting Aug. 7-13 for the state primary and Oct. 30-Nov. 5 for the general election. According to a Ramsey County Elections official, the locations could change, and more could be added.

In St. Paul:

- Ramsey County Elections office
- Highland Park Community Center
- Martin Luther King Recreation Center
- Como Park Historic Streetcar Station
- Arlington Hills Community Center

In suburban Ramsey County:

- The Ramsey County Libraries in Maplewood, Roseville, Shoreview and White Bear Lake
- Ramsey County Public Works in Arden Hills
- St. Anthony City Hall

Ramsey County Elections is also planning to have an early voting site in a yet-to-be-determined site in Little Canada, according to Little Canada City Clerk Heidi Heller.

- Mike Munzenrider can be reached at <u>mmunzenrider@lillienews.com (mailto:mmunzenrider@lillienews.com)</u> or 651-748-7813

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