

Minutes of the Ramsey County Library Board

October 16, 2019

LIBRARY BOARD PRESENT:

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

STAFF PRESENT:

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

OTHERS PRESENT:

Les Sipkema, Shoreview resident

CALL TO ORDER:

Ly-Xiong called the meeting to order at 6:30 p.m. in the Community Program Room of the Ramsey County Library in Maplewood, 3025 Southlawn Drive.

PUBLIC COMMENT:

Sipkema commented on the Roseville driveway enhancements, proposed Ramsey County naming policy, Macmillan ebook policy, and sale of surplus equipment.

APPROVAL OF AGENDA:

Neblett made a motion to approve the agenda for October 16, 2019, as presented. Chiclana-Ayala seconded the motion, which was approved unanimously.

APPROVAL OF MINUTES:

Klausing made a motion to approve the minutes of September 18, 2019 as presented. Willems seconded the motion, which was approved unanimously.

DIRECTOR'S REPORT:

Important Dates – All libraries are closed October 21 for Staff In-service Day. The Friends Annual Author Talk and Luncheon with Sarah Stonich is November 9. All libraries are closed November 11 for Veterans Day. For the Thanksgiving holiday, all libraries and offices are closed November 28; Administration and Technical Services are closed November 29.

Voting at Libraries – Ramsey County Library is again offering voting at several locations this election season. RCL will host early voting from October 29 through November 4 at libraries in Shoreview, White Bear Lake, and Roseville. RCL-White Bear Lake, RCL-Maplewood, and RCL-Roseville are also serving as Election Day polling places on November 5. For more details about voting options, locations, and hours in Ramsey County, visit the Ramsey County website: <https://www.ramseycounty.us/residents/elections-voting/voters/vote-election-day>.

BiblioCommons – A team of Library staff has begun work with BiblioCommons to develop a new public website and discovery layer. The platform is responsive (easily used on mobile devices) and will integrate the Library's catalog, patron accounts, programs, readers advisory content, and user recommendations. We will utilize BiblioCore (catalog), BiblioWeb (website management system) and BiblioEvents (event management system). We plan to be fully launched in early 2020.

New Art – Artist Aloun Phoulvan has graced the walls of the RCL-Mounds View children's area with a colorful new mural. Artist Lori Greene, Roseville Area Middle School students, and Arts Roseville produced a new mosaic unity pole that was recently installed in the RCL-Roseville children's garden.

FRIENDS OF THE RAMSEY COUNTY LIBRARIES REPORT:

Friends Strategic Planning - The Friends extend our deep appreciation to Sida Ly-Xiong and Marisol Chiclana-Ayala (Library Board) and Jill Boldenow, Chuck Wettergren, Lynn Wyman, Marcus Lowry, Mary Larson, Kristi Saksvig, and Jeff Eide (RCL Admin Team)—for joining the Friends Strategic Planning Committee on October 2nd in a visioning session to help set the Friends strategic priorities for 2020-2022. Kim Vanderwall led the group in a very productive discussion!

Great Turnout at the Friends “POP-UP” Used Book Sale - The Friends of the Ramsey County Libraries hosted a Used Book Sale at the Ramsey County Library in Shoreview raising over \$5,000 to support Ramsey County Library and bringing 16 new members on board.

Many thanks to the amazing book sale volunteers!

Upcoming Events:

- Author Luncheon, November 9, 2019, at North Oaks Golf Club
- Friends Board of Directors, November 18, 2019 at Roseville
- Hats Off to the Library Gala “Welcome to the Roaring 20s” February 1, 2020 at Roseville

2020 HOLIDAY CALENDAR:

Each year, the Library staff prepares a holiday calendar for the upcoming year for Library Board approval. The calendar includes all the dates designated as paid holidays by Ramsey County, as well as other dates when the libraries are closed.

Since 1993, the Library’s calendar has included Staff Inservice Days. These days allow time for staff training as well as facilities-related projects such as painting or shifting the collection. The libraries may also close as needed for facility or technology-related improvements. These closed days will be selected based on their branch needs, and publicized in advance in the Library’s newsletter and on the website.

Neblett made a motion to approve the 2020 Holiday Calendar as proposed. Berry seconded the motion, which was approved by unanimous vote.

RESOLUTION REGARDING NATIONAL FRIENDS OF LIBRARIES WEEK:

United for Libraries is promoting the 14th annual National Friends of Libraries Week October 20-26, 2019. This annual celebration is an opportunity to recognize and thank the Friends of the Ramsey County Libraries for their impact and promote membership in this great community building organization.

United for Libraries: Association of Library Trustees, Advocates, Friends and Foundations, is a division of the American Library Association.

Library Board members discussed County Board recognition options for the Friends. Boldenow will present the resolution to the Friends at their next Board meeting.

Willems made a motion to approve the Resolution Regarding National Friends of Libraries Week, and to authorize the Library Board Chair to sign the document. Neblett seconded the motion, which was approved by unanimous vote.

Chiclana-Ayala reminded the Library Board of the upcoming Friends author luncheon on November 9 at the North Oaks Golf Club. Boldenow will send the registration link to the Board members via email.

MACMILLAN EBOOK POLICY:

Macmillan Publishers has announced a new policy that will limit e-book lending by libraries. Beginning on November 1, 2019, a library system may purchase only one copy of each new Macmillan e-book title for the first eight weeks after a book's release. Library patrons who cannot or do not want to buy the newest e-books will be forced to wait, and waiting lists for some titles will extend to well over a year.

This policy will not only hurt readers and libraries, but also authors and booksellers. By limiting library patron access to new releases, the policy disrupts an ecosystem which exposes library patrons to titles and authors and contributes to retail sales.

The American Library Association (ALA) has launched a petition at eBooksForAll.org. ALA encourages Library Board and community members to sign and join thousands who are asking Macmillan to reverse their policy. A draft resolution stating objections to the new Macmillan e-book policy and a request that it be reversed was presented for Board consideration.

Klausing made a motion to approve the Resolution Regarding Macmillan Publishers' E-Book Policy, and to authorize the Library Board Chair to sign the document. Chiclana-Ayala seconded the motion, which was approved by unanimous vote.

EXHIBITS AND DISPLAYS POLICY:

Public policies are brought to the Library Board on a scheduled basis. The Displays Policy is under consideration this month.

Library staff is recommending that the policy be expanded to include both exhibits and library displays. The County Attorney's office reviewed and approved the updated policy.

The Library Board discussed whether the public would know that the policy did not include the public forum areas in each library, and suggested a statement be drafted noting that Bulletin Boards and Free Materials are covered under a separate policy. Wyman agreed to add the language and bring the policy back for Library Board consideration in November.

SALE OF SURPLUS EQUIPMENT AND FURNISHINGS:

The last tenant of the café space in Ramsey County Library-Maplewood ceased operating in October 2017. This was the third consecutive business that terminated their lease early due to insufficient revenue. Despite this track record, the Library and Property Management solicited interest in the space again, but did not find a viable café tenant. Since staff has exhausted this possibility, the Library will focus on using this valuable space to deliver programs and services beginning in early 2020.

As a first step, the Library plans to sell the kitchen equipment and furnishings so staff can clean and utilize the full space more effectively. Much of the square footage is taken up by commercial refrigerators, stoves, sinks, exhaust hood, display cases, and more. The Library will follow Ramsey County's Surplus Disposal policy, which states that capital assets such as these may be listed for sale on MinnBid.

The Library will explore various uses of this space over the next several months. The function and needs of this space will be refined and integrated into the RCL-Maplewood renovation project. Boldenow noted that the layout is not conducive as a public kitchen, and many of the furnishings have already been moved into the Library for public usage.

The Board members discussed whether the Library Board has determined that the space will no longer be used for a business or a non-profit partner. Boldenow indicated that both have been solicited, with no takers.

Following a tour of the vacant café space and the surplus equipment in question, Berry made a motion to approve selling surplus café equipment and furnishings in accordance with the Ramsey County Surplus Disposal policy. Neblett seconded the motion, which was approved by unanimous vote.

BENCHMARKING RCL TO OTHER COMPARABLE LIBRARIES:

Jeff Eide, Senior Library Manager at the Ramsey County Library in Roseville, compiles a report each year showing comparisons between RCL, the MELSA libraries, and other library systems of similar populations served and total income.

Eide noted that circulation and visits to the library are slightly down, mirroring a national trend, while program attendance and registered borrowers are up. Usage of print materials has declined, but is offset by growth in electronic materials. DVD usage has also declined, but remains a significant format in library checkout statistics. Music CDs and books on CD showed the steepest decrease in usage.

Ramsey County Library was named a Star Library by the Library Journal Index in 2018. The Index rates library visits, circulation, program attendance, and public Internet computer use to determine its ratings.

The Library Board discussed the statistical report, which was prepared with data provided by The Institute for Library Services. Each state gathers and vets the information provided to the Institute.

MAPLEWOOD BRANCH REPORT:

Trends in the Service Area –

- Independent School District 622 statistics reveal the following about the student body:
 - ✓ 13% of the student body speaks a language other than English at home.
 - ✓ Over 50 non-English languages are spoken across the district. Hmong, Spanish and Somali are the top 3 non-English languages spoken in the district.
 - ✓ 37% of the students in the district receive free/reduced price lunch services.
 - ✓ Webster Elementary has the highest rate of students receiving free/reduced lunch services in suburban Ramsey County at 82% of the student body qualifying for this service.
 - ✓ 34% of the population identify as white, 23% as Asian, 19% as black, 15% as Hispanic, 8% as multiracial, and 1% as American Indian.
 - ✓ 16% of the student body receives special education services.
 - ✓ In 2018 84.5% of the high school population graduated with a high school degree.
- 2019 estimated demographics in Maplewood show the population as 67% white, Asian (15%), Black (9%), Hispanic (5%) and biracial (4%).
- 2019 data reflects the population of Maplewood at 41,004, an 18% increase from 2000 data. Median income is also on the rise – from \$51,596 in 2000 to \$63,941 (est.) in 2019.
- Estimated demographics reflect an 8.7% poverty rate in Maplewood.
- 2,290 veterans reside in Maplewood, the majority veterans from the Vietnam War (779).
- Maplewood is currently involved in the METRO Gold Line Rapid Bus Project. The Gold Line will connect riders with the Green Line (light rail) at stations including one in Maplewood near 3M.
- The City of Maplewood is in the middle of a pre-design and evaluation project called the North End Vision Plan. This plan involves examining, re-designing, and renovating the area surrounding the Maplewood Library and adds both new businesses and new residences in a pedestrian-friendly, park focused environment.

Library Issues and Service Trends –

- Circulation was down 11% from 2017 to 2018
- Visits to the library were down 5.5% from 2017 to 2018.
- Meeting room use was up 12% from 2017 to 2018.

- Branch program attendance was down 10% from 2017 to 2018, most likely due to the fact that Maplewood had no children's librarian in the summer of 2018 (maternity leave).
- Community Resource Advocates continues to provide quality services to those in need. Our program has seen several success stories and one was included in the book *Whole Person Librarianship: a social work approach to patron services* by local librarian Sara Zettervall and Mary Nienow.
- With the rise of unsheltered patrons using our library facility, we are working on finding best avenues to connect these patrons to needed services. Additionally, we are exploring training for staff on best practices for assisting this demographic.
- Staff are anticipating changes coming in the next few years at Maplewood with the proposed renovation and are excited for a new and refreshed look to the library building.

Stratton noted that turnover has been high among the reference desk staff due to several retirements. Children's librarians Tami Lee (transferred from New Brighton) and Tasha Nins (new to RCL) join teen librarian Erica Redden in serving youth at Ramsey County Library-Maplewood. Music concerts on the deck have been well received by Library patrons. Staff are looking forward to the upcoming renovation, and longer term, the North End Plan proposed by the City of Maplewood.

NEXT MEETING:

November 12, 2019—Ramsey County Library in White Bear Lake, 2150 – 2nd Street, 6:30 p.m.

ADJOURNMENT:

Ly-Xiong adjourned the meeting at 8:20 p.m.

Respectfully Submitted,

Mary Larson
Library Board Coordinator