

## Minutes of the Ramsey County Library Board

### March 20, 2019

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**LIBRARY BOARD PRESENT:**

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

**LIBRARY BOARD ABSENT:**

Craig Klausung

**STAFF PRESENT:**

Jill Boldenow, Library Director; Lynn Wyman, Deputy Director; Mary Larson, Library Board Coordinator; Jeff Eide, Senior Library Manager; Ann Wahlstrom, North St. Paul Library Manager; Monica Stratton, Maplewood Library Manager; Julie Neville, Senior Building Services Manager

**OTHERS PRESENT:**

Mary Jo McGuire, Ramsey County Commissioner; George Hardgrove, Ramsey County EGCI Service Team Controller

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**CALL TO ORDER:**

Ly-Xiong called the meeting to order at 6:35 p.m. in the Ramsey County Library in North St. Paul, 2300 North St. Paul Drive. After introductions, she asked for a moment of reflection in memory of the library patron who passed away at the Ramsey County Library in Maplewood recently.

**PUBLIC COMMENT:**

None.

**APPROVAL OF AGENDA:**

Neblett made a motion to approve the agenda for March 20, 2019. Chiclana-Ayala seconded the motion, which was approved unanimously.

**APPROVAL OF MINUTES:**

Chiclana-Ayala made a motion to approve the minutes of February 20, 2019 as amended. Berry seconded the motion, which was approved by unanimous vote.

**DIRECTOR'S REPORT:**

**Important Dates:** All libraries are closed April 4 and April 21.

**Mover and Shaker** - Carol Jackson, manager at RCL-Shoreview, is one of *Library Journal's* 2019 Movers & Shakers! This honor recognizes Carol's role developing community partnerships that result in relevant, inclusive programs. The article cites Carol's work with Do Good Roseville, including their series of "Ask" programs, such as "Ask a Muslim Woman," "Ask a Veteran," "Ask a Transracial Adoptive Parent," and more. The piece also mentions Carol's collaboration with the Roseville Alzheimer's and Dementia Community Action Team, which has produced programs and Memory Minders Kits for people with memory loss and their caregivers. Big congratulations to Carol Jackson for this honor! Thanks, also, to the Friends for providing grants to support the above efforts as well as additional well-being programs that Carol has developed. Out of 300 nominees, 54 Movers & Shakers were honored hailing from Australia, Canada, Denmark, Egypt, Fiji, Scotland and the U.S. See Carol's profile here: [www.libraryjournal.com/?detailStory=carol-jackson-movers-shakers-2019-advocates](http://www.libraryjournal.com/?detailStory=carol-jackson-movers-shakers-2019-advocates).

**Suburban Ramsey Family Collaborative (SRFC) Equity Retreat** - SRFC's mission is to "Connect individuals, families, and community resources to create relationships which enhance the well-being of our kids." I serve as a Ramsey County Library representative on the SRFC board, along with Commissioner Mary Jo McGuire, County staff, and others from schools and nonprofits. I recently joined an SRFC retreat at the Minneapolis YMCA Equity Innovation Center—with fellow SRFC board members, staff, and partners. (I was delighted to see Library Board Chair Sida Ly-Xiong there; I learned that she does consulting work for SRFC!) The YMCA Equity Innovation Center has a powerful exhibit space with hands-on learning stations about the history of race, systemic race-based inequities, and multimedia testimonials about bias and racism. Skilled facilitators led conversations to center equity in the SRFC's work supporting the health, learning, and safety of suburban families and children. The Library is particularly involved in the Suburban Ramsey Out of School Time Network Youth Advocates group that SRFC organizes. I appreciated this opportunity to reflect on my own and my organization's privilege and responsibility to enact change to achieve equity and inclusion.

**Is it Spring yet?** - It has been a long, long winter. Thanks to all staff at Ramsey County Library, Property Management, Public Works, and our local cities, for meeting significant challenges this season. Amazingly, the Library maintained regular open hours despite significant snow falls and foreboding forecasts. Property Management continues to monitor and address water and ice conditions. However, we are anticipating summer! Nicole Brinkman, children's librarian at RCL-Roseville, recently submitted two grants to support children's garden enhancements. She has been awarded one of the grants, which will enable us to add new pollinator plants with the goal of becoming a monarch waystation. Nicole also recently submitted a \$10,000 grant to support new STEAM learning interactives in the garden. We are definitely ready for a new season!

#### **RESOLUTION REGARDING THE RETIREMENT OF JULIE NEVILLE:**

Willems made a motion to approve the Resolution Regarding the Retirement of Julie Neville, and to authorize the Library Board Chair to sign the document. Neblett seconded the motion, which was approved by unanimous vote. Boldenow presented the resolution, and the Library Board expressed their appreciation to Neville for more than 14 years of service to the Library. Commissioner McGuire also thanked her on behalf of the Ramsey County Board of Commissioners.

#### **LIBRARY FINES AND FEES:**

The Director discussed a proposal to revise the Fines and Fees policy on children's and teen materials, to be implemented in 2020. The Library Board members spoke in favor of the staff proposal and requested that staff include a detailed communication plan when the policy revision is presented to the Library Board for discussion and approval.

Chiclana-Ayala made a motion in support of the Library's strategic priority to facilitate access by removing barriers, directed staff to draft a revised youth Fines and Fees policy to eliminate overdue fines on children's and teen materials. Willems seconded the motion, which was approved unanimously.

#### **2020-2021 BUDGET:**

The Library Director shared priorities in its draft budget proposal for 2020-2021, which is due to the County Finance Department on April 10, 2019. Staff and Board Members discussed proposed strategic investments under consideration in the budget process and agreed to bring budget updates to subsequent Board meetings.

Chiclana-Ayala made a motion to approve the direction taken with the 2020-2021 budget and authorize staff to continue advocating for strategic priorities funding. Neblett seconded the motion, which was approved by unanimous vote.

#### **CAPITAL PLANNING UPDATE:**

Boldenow updated the Library Board on several capital planning efforts currently under development.

**RCL-Maplewood project**

The Library submitted a major project request of \$4,230,152 to the County for the remodel of the Ramsey County Library in Maplewood. The proposal included the pre-design analysis by MSR Design from May 2018, that outlined issues, solutions, and budget requirements. The Library Board has expressed concerns about the conditions at Maplewood and has endorsed this capital project as the highest priority for implementation. The Library Director will present this project to the Capital Improvement Program (CIP) committee on April 11.

**Digital Services workspace and programming space at RCL-Roseville**

The Library submitted a regular project request of \$59,000 to reconfigure and furnish spaces for Digital Services programming and staff at the Library in Roseville. The Library Director will present this project to the Capital Improvement Program (CIP) committee on March 21.

**Facilities Master Planning**

The Library has been engaged with MSR Design to develop a new facilities master plan. The Library staff work group reviewed a draft report in early March. It is coming along nicely. Both MSR and Library staff have some additional revisions and contributions to make. Library staff hopes to bring the report to the Library Board in the next month or two.

**North St. Paul Library**

The City of North St. Paul has a number of new developments in process that are of interest to the Library. Kokoro Volleyball, the tenant who is leasing the majority of the former Community Center, is in negotiations with the City of North St. Paul to purchase the facility. Kokoro has indicated that it would be happy to have the Library remain in the facility in its current space. The City of North St. Paul is also exploring options for another potential site that would include the Library. Boldenow noted that the Library would not be willing to finance the build-out for a new location.

Chiclana-Ayala made a motion to affirm that the renovation at the Library in Maplewood is a high and urgent priority. Neblett seconded the motion, which was unanimously approved.

**NORTH ST. PAUL BRANCH REPORT:****Trends in the service area:**

- Population in North St. Paul remains at previous levels and currently stands at just over 12,000 residents.
- Demographics indicate a predominately white (74%) population with 9.5% Asian, 6.4% African American and 6.3% Hispanic residents. 14.7% of the population speak a language other than English, the most popular being Hmong and Spanish.
- The senior population in North St. Paul currently stands at approximately 1,800 which is 8% of the total population of the city. Of those aged 65 and over, 32% report as having a physical disability.
- The population is relatively stable with 95% of available housing units retaining occupation. About 2/3 of the population in North St. Paul own their residence. The remainder live in rental housing, Section 8 housing or senior housing.
- The medium household income remains firmly planted in the lower middle-class bracket, averaging at \$57K per annum.
- Despite the fact that the census indicates the overall population in N. St. Paul is ~75% white, the ISD622 demographics indicate that the two schools closest to the library have a higher non-white population (Richardson at 67% and Cowern at 32%). Both schools have significant free and reduced lunch qualifying families.
- The charter school in the area, North Metro Flex Academy, remains very diverse with a large portion of families from Mexico and Central America.

**Library issues and service trends:**

- North St. Paul has said goodbye to their manager of 3½ years, Monica Stratton, who has been hired as the new Maplewood branch manager. Ann Wahlstrom, formerly children's librarian at White Bear Lake, is the new North St. Paul branch manager.
- The room formerly known as the "teen room" has been fully transformed into the new children's room at the library. This room now holds all school-aged and preschool-aged materials as well as interactives for younger children. It also serves as the room for weekly storytimes and other small-scale programs.
- The addition of the children's room has allowed collections in the main part of the library to spread out. While not completely finished, the library currently has in place an informal meeting/studying space near the children's room with the photocopier/scanner (moved inside the library from the bathroom area) and self-service coffee.
- The Kokoro Volleyball Club continues to use the building during the evening and on weekends. They have also brought on a few tenants of their own, currently a chiropractor and a Jazzercise class. These two enterprises run independent of the volleyball club and bring new faces into the building.
- North St. Paul has continued its partnership with the North Metro Flex Academy, who visits weekly classroom-by-classroom for school checkouts. On average the Library has had 350 visits/checkouts per month from the North Metro Flex Students. The school has expanded to include 6<sup>th</sup> grade and continues to appreciate and use the children's collection during the school year.
- The Friends of the Library has not only provided funding for the renovation of the new children's room, they have also given the library money for early literacy interactives. An order from Demco is in the works and will soon provide families with young children a place to experience activities designed to promote early learning skills.

**RAMSEY COUNTY UPDATE:**

Commissioner McGuire updated the Library Board members on recent happenings in Ramsey County. She noted that County Manager Ryan O'Connor was honored as one of Minneapolis/St. Paul Business Journal's 40 under 40, an award not typically bestowed on public sector employees.

**NEXT MEETING:**

April 17, 2019—Ramsey County Library in Roseville, 2180 Hamline Avenue North, 6:30 p.m.

**ADJOURNMENT:**

Following a motion by Neblett and a second by Chiclana-Ayala, Ly-Xiong adjourned the meeting at 8:20 p.m.

Respectfully Submitted,

Mary Larson  
Library Board Coordinator