

**Ramsey County Library  
Board of Trustees Meeting  
July 21, 2021  
Virtual Meeting Agenda  
6:30 PM**

CONNECT community  
INSPIRE curiosity  
CULTIVATE learning

The meeting is available for public viewing at  
<https://zoom.us/j/95722468576?pwd=anNqRkFtVjhqeXFuQzVIU082bXZPZz09>  
 Phone: 651-372-8299; Meeting ID: 957 2246 8576; Passcode: 094835

*Pursuant to Minn. Stat. § 13D.021 and 13D.04 Subd. 3, the Chair of the Ramsey County Library Board has determined that an in-person meeting is not practical or prudent because of the COVID-19 pandemic and the declared state and local emergencies. Board members will participate by telephone or other electronic means. In addition, it may not be feasible to have any Library Board member, staff, or members of the public present at the regular meeting location due to the COVID-19 pandemic and the declared emergencies. Members of the public will be able to watch the meeting live online. Part of the Executive Session will be closed to the public pursuant to Minn. Stat. § 13D.05, subd. 3.*

- I. Call to Order (6:30)**
- II. Public Comment (6:30-6:35)**
- III. Approval of Agenda (6:35)**
- IV. Consent Agenda (6:35-6:50)**
  - A. Approval of June 16, 2021 Minutes (2)
  - B. Director's Report (3)
  - C. Friends of the Ramsey County Libraries Report (4)
- V. Action Items (6:50-7:10)**
  - A. Audio Visual Materials Contract Extension (5)
  - B. ECF Grant Application (6)
- VI. Discussion Items (7:10-8:30)**
  - A. Communications Overview (7)
  - B. Future Library Board Meetings (8)
  - C. Strategic Planning Update (9)
  - D. Task Force Update (10)
- VII. Adjournment (8:30)**

#### Scheduled Upcoming Meetings

<b>August 18, 2021</b> 6:30 p.m.	RCL-Roseville 2180 Hamline Ave. N.	Teen Services Update Library Director Search Update Second Quarter Reports
<b>September 15, 2021</b> 6:30 p.m.	RCL-Roseville 2180 Hamline Ave. N.	Self -Checkout Machines Contract Award Library Director Search Update Write Off Uncollectible Debt
<b>October 20, 2021</b> 6:30 p.m.	RCL-Roseville 2180 Hamline Ave. N.	Library Director Search Update 2022 Holiday Calendar

#### Library Board of Trustees

Sida Ly-Xiong, Chair  
Gwen Willems, Vice Chair  
Claire Chang, Secretary  
Debra Berry  
Marisol Chiclana-Ayala  
Sylvia Neblett  
Steve Woods

#### Ramsey County Board Liaison

Commissioner Victoria Reinhardt

#### Interim Library Director

Karen Saltis

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

## Minutes of the Ramsey County Library Board

### June 16, 2021

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**LIBRARY TRUSTEES PRESENT:**

Deb Berry, Claire Chang, Marisol Chiclana-Ayala, Sida Ly-Xiong, Sylvia Neblett, Gwen Willems, Steve Woods

**STAFF PRESENT:**

Karen Saltis, Interim Library Director; Pang Yang, Deputy Director; Mary Larson, Library Board Coordinator; Jeff Eide, Senior Library Manager; Carrie Lyons, Library Manager; Monica Stratton, Library Manager; Chuck Wettergren, Digital Services Manager

**OTHERS PRESENT:**

Victoria Reinhardt, Ramsey County Commissioner and Liaison to the Library Board of Trustees; Lynn Belgea, Friends of the Ramsey County Libraries

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**CALL TO ORDER:**

Ly-Xiong called the virtual meeting to order at 6:30 p.m. via Zoom video conference.

**PUBLIC COMMENT:**

No public comment.

**APPROVAL OF AGENDA:**

Neblett made a motion to approve the agenda for June 16, 2021, as presented. Chiclana-Ayala seconded the motion, which was approved unanimously via roll call vote.

**APPROVAL OF MINUTES:**

Willems made a motion to approve the minutes of May 19, 2021 as presented. Chiclana-Ayala seconded the motion, which was approved unanimously via roll call vote.

**DIRECTOR'S REPORT:**

**Service Delivery Redesign:** As of Tuesday, June 8<sup>th</sup>, Ramsey County's mask mandate was removed. It is recommended by St. Paul/Ramsey County Public Health (PH) that unvaccinated individuals continue to wear face coverings while inside. However, staff will not be monitoring for compliance. Social distancing requirements and occupancy and capacity limits were also removed.

Phase 2 planning of the expanded service offerings is underway. Services to be added include spaces to sit and read or study, furnishings to sit on, newspapers to read, in-person tech help, and limited in-person adult and teen programming. Public Health recommends that children's programs not be held in person given kids twelve and under are not yet able to receive a vaccine.

**IT Consolidation Update:** The Library transitioned to the County phone system on May 25. The County phone system provides additional features including video calling, unified messaging (accessing phone messaging from email) and updated call management for telephone reference. Work continues to decommission Library servers and migrate unique Library systems including the Automated Material Handling systems, self-checks, digital signage, and radio frequency identification (RFID) systems into the County network.

**Countywide Updates:**

1. The Economic Growth and Community Investment (EGCI) Service Team presented its proposed budget to the Ramsey County core budget team on Wednesday, May 26<sup>th</sup>. Members of the Ramsey County Library Management Team were invited to participate as part of the Library presentation and other EGCI departmental presentations as their schedules allowed. The core budget team will provide recommendations countywide by the end of June. These recommendations will be presented publicly at the Ramsey County Board Meeting on Tuesday, August 24.

Community conversations on the 2022-23 budget were held on June 3 and 10 to build transparency and awareness and engage community members in the budgeting process. The county's goal is to make community feedback a significant determining factor in future budget and spending decisions.

2. The Service Delivery Senior Advisory Council and Operations Advisory Council continue to meet on a regular basis. The Operations Advisory Council is beginning to plan for post-COVID services as well as framing up how other services can be envisioned and onboarded. Both the Senior Advisory Council and Operations Advisory Council participated in Organizational Readiness Interviews. A summary report will be produced and disseminated to the teams to inform future work.

Ramsey County Library's 2021 Summer Learning Program will be virtual again, with staff looking into the possibility of holding some outdoor programs. Pop-Up Library events are already underway, with a full schedule planned for the summer. The Library Board Trustees discussed the communication plan for Phase 2 library services, and various methods of communication from the Library and the Friends.

#### **FRIENDS OF THE RAMSEY COUNTY LIBRARIES REPORT:**

##### **Friends launch search for next Executive Director**

The Friends Board recently announced that Executive Director, Cyndi Cook, will be leaving at the end of the summer to pursue new opportunities. Cyndi noted that, "It's been a great 4+ years working with a wonderful group of people and an accomplished organization. I am confident that the Friends Board find just the right person to lead the organization forward in their next chapter of Library support!"

##### **Nominations open for the new *Ruth Palmer Award***

Nominations are now open for the new *Ruth Palmer Award*! Ruth Palmer was the first Ramsey County librarian starting out with just a book mobile. She was at the helm as physical locations were added, one by one, over her 30 years of service. This award honors those like her who have had a lasting, transformative effect on the Friends and the Library. RCL staff, Friends members, and both Library and Friends volunteers are eligible to be nominated. Friends members on good standing are eligible to nominate their favorite Library enthusiast and the Friends Legacy Circle will announce the winner in November.

##### **Roseville Area Community Foundation supports RCL Summer Learning Program**

For over a decade, the Roseville Area Community Foundation (RACF) has supported RCL Summer Learning Program (SLP) services and resources for residents in the Roseville area with a \$2,500 grant to the Friends. This year, RACF provided a much-needed increased grant of \$5,000 that will go toward the Friends pledge of \$38,000 for Children's and Teen's SLP. Hearty thanks go out to RCL Children's Librarian, Ann Wahlstrom, for helping to present the Friends grant application via Zoom to the RACF Board.

##### **2021 Membership Renewal Campaign Underway**

Friends financial support for RCL helps to fill county funding gaps and provide vital community services such as adult programming, take-home kits for children and teens, and summer learning opportunities. Friends funding helps to increase access to the Library through expanded downloadable resources, closed captioning, and home delivery services. None of this would be possible without membership support and we are continuing to work toward our goal of 1,000 member households by the end of 2021.

##### **Virtual Author Talk with Jenna Blum & Lorna Landvik**

The Friends of the Ramsey County Libraries will be hosting a happy hour-style virtual event featuring two chart-topping novelists on July 15. Spend an evening with the delightful and funny Jenna Blum and Lorna Landvik as they conduct a cooking demonstration, talk about their work, and take questions from the audience. This event is a fundraiser with proceeds supporting Ramsey County Library. Fees per household/computer are \$50 for the public or \$25 for Friends Members.

Participants who wish to help fundraise for Ramsey County Library are invited to participate in a crowdfunding competition or mini auction. The group or individual who raises the most money for RCL on our peer-to-peer fundraising page wins a private half-hour "In the Green Room with the Authors" session after the main program. This event will also feature a mini auction with baskets of books to bid on in the week before the live author talk. Learn more and register at [www.rclfriends.org/events/july-talk](http://www.rclfriends.org/events/july-talk).

The Friends have invited organizations, businesses, individuals, and families to make a meaningful difference by becoming 2021 Friends Partners. A gift of \$500 or more to support Ramsey County Library will receive recognition and perks throughout the year.

Thank you to our 2021 Partners:

Roseville Area Community Foundation	Lambers & Alicia Fisher	Forum Kamdar
Silver Lake Smile Family Dentistry	Richard & Mary Fowler	Susan Miller
Twin Cities Pioneer Press	Elizabeth & William Frank	Wallace & Nancy Olson
John & Mary Bachhuber	Judith Froehling	Sheff & Deirdre Otis
Courtney & Andrew Billing	Nancy & Jim Guerino	Ron & Sandi Riach
Mary & Wayne Carter	Frank & Jayne Harris	Kris Robertson-Smith
Cathy Croghan & Kathy Robbins	John W. Harris	Dr. Krishna Saxena
Jeff & Paula DeZellar	Pamela Harris	Swami & Lalitha Sundaram
Mary Disch	Barbara Heinemann	John & Ann Trapnell
	Kate & Rob Huebsch	Susan Vandenberg
	Steven Johnson & Susan Iverson	Rong Yang & Haifeng Xi

Belgea noted that the Friends are in the process of re-forming the Advocacy Committee, and plan to have representatives at future Library Board meetings. Saltis has been invited to serve on the interview panel for the Friends' new Executive Director.

#### **STRATEGIC PLANNING PRELIMINARIES:**

Saltis reviewed Ramsey County's Mission, Vision, and Goals, noting that departments with strategic plans must align with Ramsey County. Yang reviewed her professional experience prior to joining Ramsey County Library as Deputy Director in March, and then led the trustees and staff at the meeting in some preliminary exercises to help lay the groundwork for the upcoming strategic planning process.

#### **TASK FORCE UPDATE:**

The Library Board's facilitated meeting with County staff and a Ramsey County attorney. A facilitator has been selected and the meeting is in the process of being scheduled. The Ramsey County Attorney's Office has been asked to provide a legal review of the Minnesota Statutes to ensure that the approved document conforms to the statutes.

The Library Board Trustees requested that the legal review be shared with the Library Board as well as the County staff, and indicated their wish to schedule a planning meeting with the facilitator prior to the facilitated meeting.

**NEXT MEETING** – July 21, 2021, 6:30 p.m.

#### **ADJOURNMENT:**

Ly-Xiong adjourned the meeting at 8:50 p.m.

Respectfully Submitted,  
Mary Larson  
Library Board of Trustees Coordinator

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**DIRECTOR'S REPORT****July 2021**

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**June Staff Updates:**

Hired:	Sarah Xiong, Library Page at RCL-New Brighton
Resigned:	Stefani Jimenez, Clerk Typist at RCL-Shoreview Steffen Lee, Library Page at RCL- Mounds View
Retired:	Regina Nelson, Clerk Typist at RCL-Mounds View

**Special Note:** Pang and I are placing an emphasis on empowering formal and informal leaders across the department to create options and make decisions as we work together to emerge from the pandemic and address the multitude of operational items that lie ahead. Staff at all levels have been engaged on workgroups such as service delivery redesign, incident reporting revisions, and the This Was 2020 Book project. Project Charters including goal statements, project plans, scope, benefits, and team members are utilized for each group.

**Service Delivery Redesign:** Below are a couple examples of service delivery adjustments that are occurring:

**Grab Bags Become "Shelf Help": (Special thanks to Ann Wahlstrom for the content below)**

Now that we have our patrons back in our branches, we're sunsetting the Grab Bag program and turning it into "[Shelf Help](#)"!

Shelf Help is a new reference service that will allow patrons to request a curated, emailed booklist based on their personal reading, listening, or watching habits. Shelf Help forms can be found in the exact same place on our website as the Grab Bags form . . . in fact, we've kept the pictures the same for now so it's easy for everyone to find.

Now that our buildings are open for browsing, we need to turn our focus back on assisting patrons in the buildings. The kids team alone pulled more than 18,000 books (!!!!) since January 1 as part of the Grab Bags program and we simply can't keep up with that volume now that we have patrons back in person. We don't want to completely lose the service people have come to appreciate though, so we're modifying it to a booklist.

Thanks to Erica Redden (teens), Meg Robertson (adults), and Ann Wahlstrom (kids) who are coordinating the effort to create booklists as part of this program.

**Tech Help: (Special thanks to Jason Lyons for the content below)**

Tech help will continue in July/August by phone appointment on Tuesday/Wednesday (no change). However, on Thursday Tech Help will be offered by Zoom appointment instead of by phone. Patrons can sign up for ½ hour time slots.

**Coming in August,** Erica Redden will share with the Library Board what the teen area has learned during the pandemic and how they are incorporating those learnings into current and future programming. Stay tuned!

**Conduct Policy Update:** The County Manager's Policy and Planning division gave a final call out to key departments for input into the draft conduct policy. A small team of library staff provided feedback in addition to that previously provided by the Library Board. Next steps involve additional review by the EGCI Deputy County Manager and Policy Director. The approved final policy will be sent to the County Manager's Executive Team for awareness and subsequently posted to the county website mid to late July. I will share the final policy in the future with the Library Board. Staff will participate in creating/revising site specific procedures from July to October. The County Manager's compliance division will review and approve the procedures and work with site teams to create a training plan during mid-October to mid-November. Staff training is scheduled to occur mid-November through mid-December.

**IT Consolidation Update:** The consolidation efforts have two major areas. One is migrating infrastructure supporting library staff and operations, while the other is public computing. The priority of consolidation has focused on staff and operations. Major tasks, including moving staff computers and phones have been completed. Remaining equipment that requires special considerations around network configurations and server upgrades include self-check stations, security cameras, digital signage, RFID security gates, telephone messaging and automated material handlers (book sorting systems).

Self-check stations should be completed by the end of July. A new server was stood up in the County network and self-check PCs are being replaced at each library location. For security cameras, the Library is moving to a system managed by Property Management. Maplewood cameras were successfully migrated as a trial, and once a larger central server is installed, cameras at all the library locations will be connected.

The other major area of consolidation still pending will be migrating and updating public computing. Planning around public computing has been merged into a larger discussion related to the Residents First Program.

**Maplewood Renovation Update:** The Request for Proposals for the Maplewood renovation project was issued on July 14<sup>th</sup> and the pre-solicitation meeting is scheduled for July 29<sup>th</sup> with an anticipated contract start date of mid-October. Subsequently, pre-design work will commence and conclude early March 2022 with pre-design completed and project scope determined. Phase I and Phase II are scheduled for mid-March 2022 through the end of 2023. Construction is expected April 2023-December 2023. Staff and community input are part of the process.

**Partnerships with County Departments:** The Library continues to strengthen partnerships with other Ramsey County Departments. Below is a highlight of efforts that are occurring:

**Workforce Solutions:** Ongoing monthly leadership meetings have occurred since February. Discussions include how we can partner to continue offering on-site job assistance for patrons, connecting patrons who utilize job related library programs with additional resources in Workforce Solutions, and sharing information regarding the Workforce Solutions sponsored program, Right Track, to employ young adults in the Library paid for by American Rescue Plan dollars.

**Community Economic Development (CED):** Library and CED leadership met to strategize how we can build a stronger partnership. We will cross promote small business activities and plan to continue routine meetings to enhance our connections to the business community.

**Information & Public Records Administration—Enterprise Services:** Service Center staff will be accompanying Library outreach workers as a two-month pilot to make connections in the community and offer additional services. Evaluation of the experience will occur at the conclusion of the pilot.

### **Countywide Updates:**

The **Technology Equity Team** is a countywide, inter-departmental partnership formed to develop a unified approach to advancing digital and technological equity. Pang Yang is the Library representative on this group. This body of work will have a fundamental focus on technology and tools needed for consistent and effective support, as well as producing community focused solutions to ensure residents' access to technology and information meaningfully, fairly, and equitably.

The team has adopted a framework developed by the National Digital Inclusion Alliance (NDIA) to operate and build recommendations. The NDIA framework states: Digital inclusion refers to the activities necessary to ensure that all individuals and communities, including the most disadvantaged, have access to and use of information and communication technologies. The five elements identified within the NDIA framework that make Digital Inclusion possible are:

1. Access to broadband internet service,
2. Internet enabled devices that meet the needs,
3. Access to digital literacy,
4. Quality technical support, and
5. Applications and online content designed to enable and encourage self-sufficiency, participation, and collaboration.

The Library is glad to be part of this team to provide input on this important work. More information will be provided in upcoming months.

*Karen Saltis*

## **Friends Update—July 2021**

### **Friends Executive Director search**

The Friends Executive Director position was posted in June and the Board has begun conducting interviews in July. The new director announcement will be coming soon!

### **Thank you to the Roseville Area Community Foundation for supporting the RCL Summer Learning Program!**

### **Friends Online Book Basket Auction and Virtual Author Talk**

Thank you to the Shoreview Friends bookstore volunteers, Peggy, Miriam and Marilyn, who curated 40+ themed book baskets for the *Friends Book Basket Mini Auction*. The online auction was held in July in conjunction with the *Friends Virtual Author Talk*, a wonderful evening with acclaimed authors, Jenna Blum and Lorna Landvik. This summer fundraiser raised over \$2,000. Proceeds support Ramsey County Library programming online and at the RCL locations in Maplewood, Mounds View, New Brighton, North St. Paul, Roseville, Shoreview, and White Bear Lake when in person programming resumes.

### **Friends Bookstores**

Now that RCL is open and restrictions have been lifted, the Friends bookstore volunteers are back in action and the following used bookstores and book carts opened on July 1, 2021.

- Mounds View Used Book Cart
- Roseville Used Bookstore
- Shoreview Used Bookstore
- White Bear Lake Used Book Cart

While the Maplewood Used Bookstore will not be opening until October, the Maplewood volunteer team will be offering One Day Sales of gift quality books throughout the month of July starting on Monday, July 5. Hours during the month of July:

Mondays 10:00 am – 4:00 pm

Wednesdays 2:00 pm – 8:00 pm

Saturdays 10:00 am – 2:00 pm

We continue to offer the [Virtual Used Bookstore](#) option as well, where you can browse books online and purchase for grab-and-go pickup at RCL-Shoreview.

From June 1, 2021, until the fall the Friends will not be able to accept donations of books, DVDs, puzzles and games at any Ramsey County Library location as we have surpassed our storage capacity. We are grateful for the generous community donations of books!

## Thank You to Our 2021 Partners!

Northeast Bank  
Roseville Area Community Foundation  
Silver Lake Smile Family Dentistry  
Twin Cities Pioneer Press  
John & Mary Bachhuber  
Courtney & Andrew Billing  
Mary & Wayne Carter  
Cathy Croghan & Kathy Robbins  
Jeff & Paula DeZellar  
Mary Disch  
Lambers & Alicia Fisher  
Richard & Mary Fowler  
Elizabeth & William Frank  
Judith Froehling  
Nancy & Jim Guerino  
Frank & Jayne Harris

John W. Harris  
Pamela Harris  
Barbara Heinemann  
Kate & Rob Huebsch  
Steven Johnson & Susan Iverson  
Forum Kamdar  
Susan Miller  
Wallace & Nancy Olson  
Sheff & Deirdre Otis  
Ron & Sandi Riach  
Kris Robertson-Smith  
Dr. Krishna Saxena  
Swami & Lalitha Sundaram  
John & Ann Trapnell  
Susan Vandenberg  
Rong Yang & Haifeng Xiao

## Request for Library Board Action

Meeting Date

July 21, 2021

Action Requested

Approve Extension

Presented By

Mary Larson,  
Financial Manager

**SUBJECT:**

Audio Visual Materials Contract Extension

**BACKGROUND:**

Ramsey County Library obtains the bulk of its DVDs and music CDs through a primary audio-visual materials vendor, currently Baker & Taylor. The term of Baker & Taylor's contract will expire on July 31, 2021, with no renewals remaining. The Library Board approved a one-year emergency extension last year due to the pandemic.

In accordance with Ramsey County policy, a solicitation process would typically begin for a new vendor. Following discussions between Library and Procurement staff, it was determined that additional time was desired to evaluate whether a Request for Proposals (RFP) would better serve the Library's needs versus a Request for Bids (RFB). The RFP allows for consideration of factors other than cost, where the RFB awards the contract to the lowest responsive and responsible bidder.

Due to the time needed to evaluate the solicitation type, a backlog of pandemic-related solicitation requests, and a staffing shortage in Procurement that was only recently filled, it was determined that the solicitation process could not be completed in a timely manner. The Library Board has the authority to extend the current contract for another year with the same terms, which Baker & Taylor has agreed to do.

**BOARD ACTION REQUESTED:**

Authorize the Library Director to approve the extension of the primary audio-visual materials contract with Baker & Taylor for a one-year period to run from August 1, 2021 through July 31, 2022, with all terms and conditions of the original contract to remain in force.

## Request for Library Board Action

**Meeting Date**

July 21, 2021

**Action Requested**

Approval

**Presented By**

Karen Saltis,  
Interim Library Director

**SUBJECT:**

Emergency Connectivity Fund (ECF) Grant Application

**BACKGROUND:**

Ramsey County Library is investigating applying for monies made available through the Emergency Connectivity Fund (ECF). The ECF program was created under the American Rescue Plan Act in 2021 to provide funding for schools and libraries to address lack of home connectivity that became evident during the COVID-19 pandemic. These funds would potentially pay for eligible equipment and/or services for library patrons who lack connected devices and/or broadband access.

Equipment and services covered by the ECF program includes:

1. Wi-Fi hotspots
2. Modems
3. Routers
4. Devices that combine a modem and router
5. Connected devices (laptops, tablets, etc.) – no desktop PCs, cell phones or software
6. Broadband connectivity and internet access

Ramsey County Library is working with St. Paul Public Library and Ramsey County Workforce Solutions to develop a collaborative and unified approach to addressing the needs of patrons meeting the program criteria while at the same time supporting the Ramsey County Technical Equity framework. The grant program is administered via E-rate, with the total dollar amount of the request yet to be determined.

The ECF application filing window will close on August 13, 2021. Requests for funding are for eligible equipment and services between July 1, 2021 and June 30, 2022. A competitive bidding process is not required, but applicants must certify they have complied with all applicable local and state procurement requirements.

**BOARD ACTION REQUESTED:**

Authorize Ramsey County Library to submit a request to fund eligible equipment and services for library patrons who lack appropriate equipment and access. Because of the limited window of opportunity, authorize the Library Director to approve any related requests for purchased over \$25,000. Any purchases would be contingent on being approved for and receiving funding.

## Request for Library Board Action

**Meeting Date**

July 21, 2021

**Action Requested**

Information and Discussion

**Presented By**

Kristi Saksvig,  
Communications Director

**SUBJECT:**

Communications Report

**BACKGROUND:**

Kristi Saksvig, Communications Director for Ramsey County's Economic Growth and Community Investment (EGCI) Team, will attend to give an overview of the communications division and its work on behalf of the Library.

**BOARD ACTION REQUESTED:**

For information and discussion.

## Request for Library Board Action

Meeting Date  
July 21, 2021

Action Requested  
Information and Discussion

Presented By  
Karen Saltis,  
Interim Library Director

**SUBJECT:**

Future Library Board Meetings

**BACKGROUND:**

Since March 2020, Ramsey County Library Board meetings have been held remotely due to the COVID-19 pandemic, and in accordance with the declared state and local emergencies. On Thursday, May 6, Governor Walz signed HF820, ensuring counties can conduct their open meetings remotely until July 1, 2021. Minnesota's state-wide peacetime emergency declaration expired on June 30, while the local declaration has not yet been revoked, but is being actively evaluated. The Ramsey County Board of Commissioners resumed in-person meetings in June.

Earlier this month, the Ramsey County Attorney's Office recommended that all County boards and committees subject to the Open Meeting Law return to in-person meetings as soon as possible, and no later than August 1. Since the Library Board's July 21<sup>st</sup> meeting had already been announced as a remote meeting, in-person meetings would resume in August.

At the Library Board's May meeting, the resumption of in-person meetings was discussed, with staff proposing that onsite meetings during the second half of 2021 be held in the Community Program Room at Roseville. It is the largest, most centrally located meeting location, and is available since public usage of Library meeting spaces has not yet resumed. The Community Program Rooms at Maplewood and Shoreview are currently being used as a Workforce Solutions Career Lab and for public computing, respectively.

The Library Board will return to meetings at various Ramsey County Library locations in 2022.

**BOARD ACTION REQUESTED:**

For information and discussion.

## Request for Library Board Action

**Meeting Date**

July 21, 2021

**Action Requested**  
Information & Discussion**Presented By**

Karen Saltis,  
Interim Library Director

**SUBJECT:**

Strategic Planning Update

**BACKGROUND:**

Ramsey County Library's current strategic plan expires at the end of 2021. A draft strategic planning process schedule is attached for Library Board review.

**BOARD ACTION REQUESTED:**

For information and discussion.

# RCL Strategic Planning Process Schedule

Current as of 7/1/21

Activity/Task	Event or Task Completion Date	Notes
Gather initial input from Library Board Trustees, County Board Liaison, and select staff.	Library Board Meeting on June 16, 2021	Pang leads activity using a short list of questions and a jamboard
Utilizing jamboard results, compile and submit a request for \$25,000 to be used to engage community during strategic planning process.	June 25, 2021	Pang/Karen submit to EGCI leadership; community includes patrons, staff, partners, and more.
Await decision regarding community engagement funds	End of July	EGCI controller will communicate decision.
Engage outside consulting firm to complete community input process and recommend strategic plan.	August	Select firm, contract if necessary, initial meetings with management team.
Complete community engagement, targeting input from staff, Trustees, and community through surveys, focus groups, etc.	September/October	Consulting firm shares engagement plan and executes.
Firm shares results with Library Board	November 17, 2021	Resulting recommendations brought forward to Trustees for consideration
Trustees finalize and approve plan	December 15 <sup>th</sup> regular library board meeting	Communicate to all stakeholders including staff, LB, patrons, partners, etc.

## Request for Library Board Action

**Meeting Date**

July 21, 2021

**Action Requested**

Information and Discussion

**Presented By**

Board Members

**SUBJECT:**

Task Force Update

**BACKGROUND:**

At this meeting, Ramsey County Library Board Trustees will discuss the facilitated meeting with County staff and the Ramsey County Attorney's Office to review the revised Roles & Responsibilities chart, and will also discuss the timetable for the upcoming joint meeting with the Ramsey County Board of Commissioners.

**BOARD ACTION REQUESTED:**

For information and discussion.

## Ramsey County Library in the news:

6/25:  
Star Tribune

Anoka County Library under fire for prohibiting Pride Month, Black Lives Matter displays  
<https://www.startribune.com/anoka-county-library-under-fire-for-prohibiting-pride-month-black-lives-matter-displays/600071717/>

## FACEBOOK:

**Ramsey County Library**  
June 23 · 🌐

Get a Summer Break participation bag and free book! Sign up on [rclreads.beanstack.org](http://rclreads.beanstack.org) or download the Beanstack Tracker, then stop by a library location near you to pick up one. To learn more about Summer Break, visit our website.

Kids: [rclreads.org/kids](http://rclreads.org/kids)  
Teens: [rclreads.org/teens...](http://rclreads.org/teens...) See More



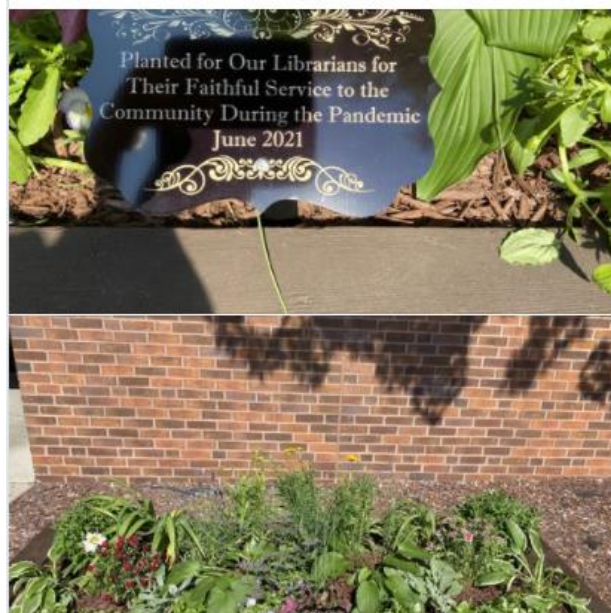
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1,428 People Reached      112 Engagements      [Boost Post](#)

Christy Stueve Hastreiter, Erin Michelle Paredes and 18 others      2 Shares

**Ramsey County Library**  
June 27 · 🌐

Look at this beautiful planter at the library in Mounds View. A storytime mom stained the planter and community members help planted plants. We love it and thank you so much!




**Get More Likes, Comments and Shares**  
When you boost this post, you'll show it to more people.

1,892 People Reached      194 Engagements      [Boost Post](#)

ES Batres, Rosemary Johnson and 90 others      1 Comment      1 Share

[Like](#)      [Comment](#)      [Share](#)

Oldest ▾

 Cathie Roering Beautiful! Lots of library books helped me get through the quarantines, so I really appreciate the library staff who made that possible!

[Like](#) · [Reply](#) · [Message](#) · 2w      3



## Ramsey County Library

June 26 · 🌐

Mail Out Service is available to residents of suburban Ramsey County who are experiencing health, transportation, and/or disability barriers that prevent them from visiting a library branch. Learn more: [rcreads.org/mail-out-service](https://rcreads.org/mail-out-service)



### Get More Likes, Comments and Shares

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1,063

People Reached

34

Engagements

Boost Post

👍 Gina Gettelman, Mageen Caines and 15 others

3 Shares



## Ramsey County Library

July 6 · 🌐

Call us today to hear a story over the phone. Dial-A-Story is a service with free, recorded stories read by your favorite Ramsey County librarians. Adults and children of all ages can listen by phone any time, day or night. This program is funded with money from the Friends of the Ramsey County Libraries.



# Dial-A-Story

Call us today: 651-461-6164  
Happy listening!

**RAMSEY COUNTY**  
Library

**FRIENDS**  
of the  
RAMSEY COUNTY LIBRARIES



### Get More Likes, Comments and Shares

When you boost this post, you'll show it to more people.

2,689

People Reached

117

Engagements

Boost Post

👍 Tiffany Bigler, Laura Jean Kidd and 13 others

31 Shares



## Ramsey County Library was live.

2d · 🌐



### Lalo's Lunchbox | Cookin' Up Kindness Livestream!

40:51



### Get More Likes, Comments and Shares

When you boost this post, you'll show it to more people.

359

People Reached

150

Engagements

Boost Post

👍 🥰 🤔 4

86 Comments 2 Shares



## Ramsey County Library

8h · 🌐

The Pop-Up Library is at the St. Paul Farmers Market in the Aldrich Arena parking lot this morning until 12 p.m. Stop by to check out a book, make a button and grab a children's Read. Make. Do. Kit for this rainy afternoon.



### Get More Likes, Comments and Shares

When you boost this post, you'll show it to more people.

1,107

People Reached

73

Engagements

Boost Post


👍 🥰 🤔 Amber Sattler, Andrea "Hillenbrand" Strobush and 44 others

2 Shares

# TWITTER:

**Kelly Smith** @kellystrib · Jun 15

Ramsey County residents: Learn more about local journalism at this free online event at 1 p.m. next Wednesday, June 23 at @rdreads, @ChaoStrib and I will chat about how local journalists work and how you can verify if online information is legit.



Behind the Headlines: Newspapers in the 24/7 Ne...  
How do reporters, editors and photographers do their jobs and find stories in our communities? Ho...  
rdreads.bibliocommons.com

3 4

**Lauren Bennati (she/her)** @laurenbennati · Jun 21

So proud of @rdreads for publishing this. Even though I live in Milwaukee now (to go to library school, no less!), I am proud to be a Minnesotan today. 😊

**RamseyCountyLibrary** @rdreads · Jun 20

DYK? "This Was 2020" is a collection of essays, creative nonfiction, short stories and poetry by local residents, authors and poets. Read it today: [bit.ly/34NXswA](https://bit.ly/34NXswA)

This project is funded with money the from Minnesota Arts and Cultural Heritage Fund.



1 2

**Paul Kaefner** @paulkaefner · Jun 28

Replying to @Q\_Library

"Before Stonewall" and "After Stonewall" are fantastic documentaries that taught me a lot. Both are available at Q, and via @Kanopy (which I know @rdreads card holders have access to).

2

**Dr. Holly Menninger** @DrHolly · Jul 7

Wooohoo! Today I helped deliver 400 @BellMuseum Science + Nature Kits to @rdreads in Roseville to share out with kids and families in our community to support hands-on, #STEM learning and nature exploration this summer!

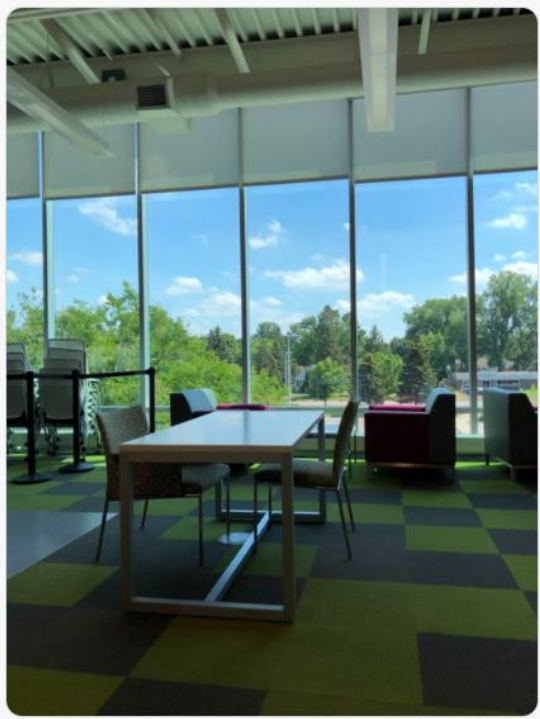


You and Bell Museum

1 5 30

**Joan M Wolf** @JoanMWolf1 · Jun 26

So beyond thrilled to be writing again at my fav spot in Roseville! Thanks, RCL for creating a safe spot for writing once again! @rdreads



3

**RamseyCounty** @RamseyCounty

East metro taxpayers have saved nearly \$40 million on capital projects over the last five years due to favorable refinancing. These savings allowed the county to invest in additional projects, including @rdreads - Shoreview.

Learn more: [ramseycounty.us/JPTAC](https://ramseycounty.us/JPTAC)



5:42 PM · Jul 1, 2021 · CoSchedule

2 Retweets 2 Likes

Tweet your reply

Reply

**James Klann** @jdklann · Jul 1

Replying to @RamseyCounty and @rdreads

And, yet, somehow you opted to increase property taxes in the name of affordable housing rather than taking the saved money to offset the cost of the new initiative.

# GOOGLE:

## Ramsey County Library - Maplewood

3025 Southlawn Dr, Maplewood, MN

[Write a review](#)

4.3  64 reviews 



Melanie

1 review · 2 photos



 3 weeks ago [NEW](#)

I like this library a lot. It's clean, the staff is soooo helpful and nice, and it's in a very convenient location.

## Ramsey County Library - New Brighton

400 10th St NW, New Brighton, MN

4.6  28 reviews 

People often mention

[All](#) [kids 4](#)

Sort by

[Most relevant](#) [Newest](#) [Highest](#) [Lowest](#)



Theresa Ziegler

40 reviews

 2 weeks ago [NEW](#)

Marvelous, cheerful, helpful librarians!

## Ramsey County Library - Roseville

2180 Hamline Ave N, Roseville, MN

4.6  150 reviews 



Randal Swanson

Local Guide · 15 reviews · 4 photos

 6 days ago [NEW](#)

My local. I try here first when I need books or other media.

 Like



Lorenzo Dumancas

3 reviews

 2 weeks ago [NEW](#)

It's a very nice library.

## Ramsey County Library - White Bear Lake

2150 2nd St, White Bear Lake, MN

4.5  27 reviews 

People often mention

[All](#) [read 6](#)

Sort by

[Most relevant](#) [Newest](#) [Highest](#) [Lowest](#)



William Gallagher

Local Guide · 15 reviews · 15 photos

 3 weeks ago [NEW](#)

Spacious, multiple CDs, and DVD as well as books