

**Ramsey County Library
Board of Trustees Meeting
September 15, 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/92105136889?pwd=RGhkWURsT3BZZkw3S0ZZNTE0c2tPdZ09>
 Phone: 651-372-8299; Meeting ID: 921 0513 6889; Passcode: 951143

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 (6:35-6:40)**
 - A. Approval of August 18, 2021 Minutes (2)
 - B. Director's Report (3)
 - C. Friends of the Ramsey County Libraries Report (4)
- V. Action Items (6:40-7:00)**
 - A. Resolution Regarding the Retirement of Lynnette Pound (5)
 - B. Future Library Board Meetings (6)
- VI. Discussion Items (7:00-8:30)**
 - A. Roseville Branch Update (7)
 - B. Task Force Update (8)
 - C. Maplewood Renovation Update (9)
 - D. Strategic Planning Update (10)
- VII. Adjournment (8:30)**

| Scheduled Upcoming Meetings | | |
|---------------------------------------|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| October 20, 2021 6:30 p.m. | RCL-Shoreview 2180 Hamline Ave. N. | 2022 Holiday Calendar Write Off Uncollectible Debt Strategic Planning Update Maplewood Renovation Update Shoreview Branch Update |
| November 17, 2021 6:30 p.m. | RCL-Roseville 2180 Hamline Ave. N. | Benchmarking Report Self Checkout Machines Contract Award Strategic Planning Update Maplewood Renovation Update Maplewood Branch Update |
| December 15, 2021 6:30 p.m. | RCL-Roseville 2180 Hamline Ave. N. | Strategic Planning Update Maplewood Renovation Update New Brighton Branch Update |

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

Minutes of the Ramsey County Library Board August 18, 2021

LIBRARY TRUSTEES PRESENT:

Claire Chang, Marisol Chiclana-Ayala, Sida Ly-Xiong (arrived at 7:10 p.m.), Sylvia Neblett, Gwen Willems, Steve Woods

LIBRARY TRUSTEES ABSENT:

Deb Berry

STAFF PRESENT:

Karen Saltis, Interim Library Director; Pang Yang, Deputy Director; Mary Larson, Library Board Coordinator; Erica Redden, Teen Services Coordinator; Jeff Eide, Senior Library Manager

OTHERS PRESENT:

Trista MatasCastillo, Ramsey County Commissioner; Lynn Belgea, Friends of the Ramsey County Libraries; Jennifer McMaster, Ramsey County Project Manager; Cas Delveaux, AmeriCorps CTEP Worker; Les Sipkema, Shoreview resident

CALL TO ORDER:

Willems called the meeting to order at 6:30 p.m. in the Community Program Room of the Ramsey County Library in Roseville, 2180 Hamline Avenue North.

PUBLIC COMMENT:

Les Sipkema shared several concerns with the Library Board Trustees.

APPROVAL OF AGENDA:

Neblett made a motion to approve the agenda for August 18, 2021, as presented. Chiclana-Ayala seconded the motion, which was approved unanimously.

APPROVAL OF MINUTES:

Chang made a motion to approve the minutes of July 21, 2021 as presented. Neblett seconded the motion, which was approved by majority vote, with Woods abstaining due to his absence at the July meeting.

DIRECTOR'S REPORT:

In addition to the written report submitted, Saltis indicated that branch reports would resume beginning in September.

Replacement Resource for Lynda.com/LinkedIn Learning Chosen: Udemy has been chosen to replace the Lynda.com/LinkedIn Learning resource that was eliminated in May. It contains over 6,000 video courses in English, Spanish, and several other languages. Topics include technology, business, design, and diversity & inclusion. Udemy can be found under Resources A-Z, or the Business & Finance and Education subject guides. Thanks to Charles Mosner for leading the effort to find a replacement that will meet patron needs and satisfy our internal security requirements.

IT Consolidation Update: In preparation for county-wide support of public computing infrastructure, the Library's network hardware and related configurations need to be updated and aligned with standards utilized by Information Services (IS). Best practices will continue to have the Library's public computing running on an isolated network, but with the infrastructure managed through IS. As a proof of concept, Ramsey County Library-Mounds View updated its public network hardware and configurations the week of August 9th. If no issues arise, other locations will follow over the next several weeks.

Countywide Updates:

- A new mask requirement was effective Wednesday, August 4th in county buildings. Based on updated guidance from the Centers for Disease Control (CDC) and Prevention, Ramsey County is once again requiring face coverings of employees and visitors in Ramsey County buildings and workspaces. Although compared to many areas of the

United States, our overall vaccination rate is strong-nonetheless many Minnesota counties have been identified by the CDC as “substantial” or “high” for community transmission. Ramsey County is currently meeting the “substantial” threshold. CDC recommends indoor masking for counties that meet the “substantial” or “high” threshold to reduce the spread of infection.

- Ramsey County is pursuing a staff vaccination mandate. Those staff who choose not to be vaccinated must test weekly for COVID-19. At the time of this writing, details have not been solidified. Vaccine incentives are also being pursued. This requirement is tentatively expected to be effective sometime in September.

FRIENDS OF THE RAMSEY COUNTY LIBRARIES REPORT:

Friends Executive Director search

We're pleased to announce our search for an Executive Director has been completed successfully. A more detailed announcement will be made in September. Cyndi Cook will continue to lead the Friends and assist with the transition until that time. Our thanks go to Cyndi for being such a dedicated leader for the Friends and staunch Library advocate. We are looking forward to starting a new chapter next month!

Condolences

Our deep condolences go out to the loved ones of Mary Anne Lindberg, who passed away on July 31st at the age of 98. Mary Anne was a founding member of the Friends in 1979 and she continued to be a strong library advocate for more than 40 years. Her unwavering support meant so much to the Friends and to Ramsey County Library.

Thank you to our 2021 Friend's 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
Jennifer Peterson & Mark Traynor
Ron & Sandi Riach
Kris Robertson-Smith
Dr. Krishna Saxena
Swami & Lalitha Sundaram
John & Ann Trapnell
Susan Vandenberg
Margaret Walsh
Rong Yang & Haifeng Xiao

2021 SECOND QUARTER REPORTS:

On a quarterly basis, Library staff presents several reports to the Library Board for information and discussion. The reports include:

- Workplan Report – prepared by Karen Saltis, Interim Library Director
- Financial Report – prepared by Mary Larson, Financial Manager
- Statistical Report – prepared by Jeff Eide, Senior Library Manager
- Incident Report – prepared by Mickey Ladich, Property Manager

CTEP AGREEMENT WITH SAINT PAUL NEIGHBORHOOD NETWORK:

Since 2010, Ramsey County Library has entered into annual agreements with St. Paul Neighborhood Network (SPNN) to serve as a host site for the Community Technology Empowerment Project (CTEP) AmeriCorps Program. The Library hosts CTEP AmeriCorps members who provide digital literacy and job search programming for teens and adults at libraries and in the community. CTEP members serve full-time for a year beginning in September. They receive a stipend, a health care option, and an educational award upon completion of service.

The Library pays a stipend of \$10,200 per first year member, and \$11,000 for second year members. For the 2021-2022 program Ramsey County Library was awarded four CTEP member positions: three first year members and one second year member for a total payment of \$41,600. Library Board Trustees must approve expenditures of \$25,000 or more.

Neblett made a motion to authorize the Library Director to sign the 2021-2022 Host Site Agreement with St. Paul Neighborhood Network and host four CTEP AmeriCorps members at a cost not to exceed \$41,600. Chiclana-Ayala seconded the motion, which was approved unanimously.

TEEN SERVICES REPORT:

Erica Redden, Teen Services Coordinator, and Cas Delveaux, AmeriCorps CTEP worker assigned to teen services at Maplewood, were present to give an overview of teen programming and services at Ramsey County Library.

Redden reported that, prior to the pandemic, teen services were primarily location specific. When the Library closed to walk-in services, the teen services team, with the assistance of Digital Services staff, was able to utilize licensed Zoom access to provide virtual programs for teens, along with new website content, video content, and MakerTeen@Home kits. In 2020 and 2021, the teen librarians offered 37 different MakerTeen@Home kits and distributed a total of 3,285 kits. Kit offerings changed quarterly.

The Teen Summer Learning Program was also revamped for the pandemic, becoming Teen Summer Break @ Home. As in previous years, teens read and completed short reviews on Beanstack for a chance to win \$10 gift cards. In 2020, 410 teens registered on Beanstack, completing 2,439 reviews. In 2021, 661 teens registered on Beanstack, writing 2,915 reviews. Both years, weekly drawings were held to award \$10 gift cards to help keep up the momentum of reading.

Virtual Teen Gaming programs have also been popular, led by Roseville Teen Librarian Devin Warner. Using tools like Tabletopia, Twitch, Roll20, and Zoom, the teen services team has been able to offer weekly Virtual Dungeons and Dragons and weekly gaming sessions that alternate between playing video games together virtually and playing board games virtually.

Even with the ongoing pandemic, the Teen Team has been trying to serve patrons needs to the best of their ability. To combat food insecurity in the Maplewood area, Redden partnered with Youthprise to help distribute food bags containing seven days' worth of prepared lunches and snacks to families. Since June of 2020, 2,260 bags of food have been distributed to families in need. To accomplish this work, the Library partnered with Ramsey County Workforce Center's ULEAD program to hire teen workers to distribute the food bags from Youthprise. Two workers were hired in June 2020 and three in June 2021. The ULEAD workers not only helped distribute food to families, but also helped assemble MakerTeen@Home kits, Read.Make.Do. kits for younger children, and assisted Maplewood circulation staff.

For Fall 2021, the Teen Services Team is planning to bring some in-person programming back to the Maplewood, Roseville, and Shoreview libraries. Some programs will remain virtual, and the team will attempt two new hybrid in-person/virtual programs. Safety factors may push back in-person programming to Winter 2021 or later.

A new reading program for teens will be rolled out in September. For teens in grades 6-8, the challenge is 100 Books Before High School. For teens in grades 9-12, the challenge is 100 Books Before Graduation. It is intended to be a multi-year challenge for teens, to read for pleasure as well as for school. Participants will receive books and other small rewards when they reach 25, 50, and 75 read books, and when they read 100 books, they will receive High School Survival kits and After Graduation Survival kits for the next steps in their journey.

Saltis and the Library Board Trustees thanked Redden, the teen librarians, and the CTEP workers for their hard work and success in providing teen programming and services.

MAPLEWOOD RENOVATION UPDATE:

Jennifer McMaster, Project Manager for Ramsey County Property Management, was present to update the Library Board of Trustees on the Maplewood renovation project.

The Request for Proposals for the project was issued on July 14, 2021, with a required pre-solicitation meeting for all bidders held on July 29. The pre-solicitation walk-through was well attended. Proposals are due August 19, 2021 at 2:00 p.m. and must be submitted in a design/build team format. Phase 1 of the project will commence in October 2021 and run through March 2022, culminating in a guaranteed maximum price. Phase 2 includes creation of construction documents and construction.

The Library Board Trustees raised many issues, include how the Service Center will be incorporated into the project, how staff will be engaged, and how the Library Board Trustees can participate in the process. McMaster noted that the 2019 pre-design drawings will be reviewed and updated to reflect the Library Building Program and current needs not included in the pre-design, such as the Ramsey County Service Center.

STRATEGIC PLANNING UPDATE:

Saltis reported that Ramsey County Community Engagement grant funds will be used to hire a consultant from the diverse pool of candidates available via Ramsey County Master Contract to lead the strategic planning process. The funds must be used or encumbered by December 31, 2021, but the timeline will have the new strategic plan finalized in early 2022. The Library Board Trustees discussed their role in the process, which will include conversations with the consultant as key stakeholders to the new plan.

TASK FORCE UPDATE:

Library Board Trustee task force members met with County management in a facilitated meeting on Monday, August 16. This meeting was a follow-up to the four task force meetings held with representatives from the County Board of Commissioners earlier in the year. Following those meetings, the Library's Roles & Responsibilities matrix was amended by County management. There were 46 changes in total, in four major areas. The ten significant issues flagged by the task force trustees were discussed by the full Board of Trustees to identify which issues they weighed most heavily.

Commissioner MatasCastillo noted that the changes were initiated by County staff after the series of meetings held with the Library Board at the beginning of the year. The changes proposed by County staff attempt to address day-to-day responsibilities for decision-making. County Manager Ryan O'Connor has indicated his support for the clarification process.

The task force members will hold another facilitated meeting to review the full Library Board Trustees's input on the proposed changes.

Chiclana-Ayala inquired about whether the Library Board should begin reviewing the Library Director description, so that the posting can take place immediately once the roles and responsibilities are resolved.

NEXT MEETING –September 15, 2021, 6:30 p.m., Ramsey County Library in Roseville, 2180 Hamline Avenue North

ADJOURNMENT:

Ly-Xiong adjourned the meeting at 9:00 p.m.

Respectfully Submitted,

Mary Larson
Library Board of Trustees Coordinator

DIRECTOR'S REPORT**September 2021**

August Staff Updates:

Resigned:

Margaret Breen, Library Page (intermittent)
Maria Vondrachek, Library Page (intermittent)

New Staff: Four Community Technology Empowerment Project (CTEP) staff started on Tuesday, September 7th. Ramsey County Library (RCL) is also hosting two Right Track Plus interns. This career pathway internship program focuses on serving young adults impacted by the pandemic. Right Track Plus interns (ages 18-24) will be completing a 15-week paid internship. Right Track Plus is a partnership between Ramsey County and the City of St. Paul and is funded by the American Rescue Plan Act. RCL is pleased to be able to provide a rich work experience for these young people.

All Staff In-Service Day, Monday, October 18th, 2021: All Library buildings will be closed for the staff in-service day. Plans are being developed to accommodate a partially virtual program whereby staff will be physically present at one of the three regional libraries and linked virtually. Part of the session will connect all staff through technology and part will provide in person onsite activities. A focus will be placed on valuing staff and attending to their well-being.

Correctional Facility Work: Staff is working collaboratively with Community Corrections to offer temporary library cards and reference help using software with a chat function to residents of the correctional facilities. They are also working to provide a seamless transition when these individuals are released from incarceration. Access to resources makes a big impact on the lives of these individuals and showcases how truly valuable libraries are to *all* community members.

Staff News/Kudos: Sharing recent praise from patrons regarding wonderful work happening within our RCL system!

The praise below relates to a Legacy children's program.

From:**Sent:** Friday, August 13, 2021 11:49 AM**To:** Wahlstrom, Ann <Ann.Wahlstrom@co.ramsey.mn.us>**Subject:** Re: Creative Pastels: School of Fish - Legacy Survey

Hi Ann,

I left a review but also wanted to reach out and say a huge thank you for this wonderful course. My son absolutely loved it and I am amazed at how great of a job he did! His drawing turned out great!! We are so lucky to have access to so many great resources through the library.

Thanks again!

The positive email below showcases work of a couple branches. These remarks are representative of those given to other branches within our system.

From:

Sent: Wednesday, August 25, 2021 8:41 AM

To: District 2 Commissioner Mary Jo McGuire <District2@CO.RAMSEY.MN.US>

Cc: Saltis, Karen A <Karen.A.Saltis@CO.RAMSEY.MN.US>

Subject: appreciation for Ramsey County Libraries

Commissioner McGuire and Ms. Saltis –

Good morning! I wanted to pass along my family's gratitude for the Ramsey County Library system. Our kids have always enjoyed going to the library and the COVID-19 pandemic only increased our appreciation. In short, the library has been a life-saver for our family during this difficult time. The ability to pick up books from Roseville during the stay-at-home period, and then later our local library in New Brighton, was key to keeping our four kids ranging in age from 4 to 11 entertained and learning. We used many of the free "Read, Make, Do" kits, grab bags, etc. the list goes on. I remain so impressed with the staff, programming, availability of books, and how successfully the staff pivoted to meet challenges during the pandemic.

A special shout out to the staff of our local library in New Brighton – they've made a difficult time easier to get through.

Countywide/Service Team Updates:

1. 2022/2023 Budget Presentations to the Ramsey County Board of Commissioners wrapped up on Tuesday, September 14th. Members of the Ramsey County Library Management Team, Library Board Trustees, and Friends of the Ramsey County Library were invited to view the Library presentation live on Monday, September 13th. A link is provided here to additional information [2022-23 Budget Information & Schedule](#).

As part of the 2022/2023 Economic Growth and Community Investment (EGCI) Service Team Budget, a consolidated Finance and Accounting Division is being created. George Hardgrove, EGCI Controller, and Tony Lutgen, Accountant IV, will be invited to the October Library Board meeting to discuss the benefits of this change and the effect it has on RCL and other EGCI departments. Stay tuned for more info.

2. Work on preparing the former Café space within the RCL-Roseville to serve as a Ramsey County Service Center is nearing completion. Service Center staff are expected to move out of the atrium and into their new location by the end of September. Branch, property management, and service center leadership have been working collaboratively to ensure a smooth transition.

Karen Saltis

Friends Update—September 2021

Welcome Mary Worley!

We are delighted to welcome our new Friends Executive Director, Mary Flynn Worley! Mary comes to the Friends with a strong background and proven track record in non-profit development and leadership. She is a strategic thinker with a successful performance history raising support for a variety of non-profits. The Friends team is excited that Mary will bring her wealth of experience, gifted leadership, enthusiasm (and passion for reading!) to support the Ramsey County Library!

Plans are in the works for our November Author Talk:

Don't miss this chance to connect with Friends Board Members and hear from author Nancy Pearl on November 10! Zoom opens with Welcome Session starting at 6:10 pm, Program from 6:30-7:30 pm.

Members of the Friends of the Ramsey County Libraries' Board will be providing updates from the organization and announcing the winner of the inaugural Ruth Palmer Award, then we'll hear from guest speaker Nancy Pearl.

About the author: Bestselling author, librarian, literary critic, and devoted reader Nancy Pearl regularly speaks about the importance and pleasure of reading at libraries and other groups around the world. She can be heard on NPR's *Morning Edition* and KWGS-FM in Tulsa, Oklahoma, discussing her favorite books and making book recommendations. Her monthly television show on the Seattle Channel, *Book Lust with Nancy Pearl*, features interviews with authors, poets, and other literary figures. Nancy even has her own action figure – the Archee McPhee Librarian Action Figure was modeled after her!

Proceeds support Ramsey County Library's programming for adults, children and teens.

Thank You 2021 Partners:

Northeast Bank
Roseville Area Community
Foundation
Silver Lake Smile Family Dentistry
Twin Cities Pioneer Press
John & Mary Bachhuber
John Benson & Nancy Yorken
Courtney & Andrew Billing
Mary & Wayne Carter
Paul & Kathy Ciernia
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
Sandra Hustad
Bruce & Susan Johnson
Steven Johnson & Susan Iverson

Forum Kamdar
Susan Miller
Wallace & Nancy Olson
Sheff & Deirdre Otis
Jennifer Peterson & Mark Traynor
Ron & Sandi Riach
Kris Robertson-Smith
Dr. Krishna Saxena
Swami & Lalitha Sundaram
John & Ann Trapnell
Susan Vandenberg
Margaret Walsh
Rong Yang & Haifeng Xiao

Request for Library Board Action

Meeting Date
September 3, 2021

Action Requested
Approve Resolution

Presented By
Mary Larson,
Library Board Coordinator

SUBJECT:

Resolution Regarding the Retirement of Lynnette Pound

BACKGROUND:

Lynnette Pound announced her retirement from her position of Clerk Typist 3, effective September 3, 2021. A resolution honoring Lynnette for her 27 years of service is attached.

BOARD ACTION REQUESTED:

To approve the Resolution Regarding the Retirement of Lynnette Pound, and to authorize the Library Board Chair to sign the document.

Resolution Regarding the Retirement of Lynnette Pound

- Whereas,** Lynnette Pound has been a Ramsey County Library employee since January 1994; and
- Whereas,** She began her career as a Library Page and rose through the ranks to become a Clerk Typist 3 at her retirement, working at the Ramsey County Library in Shoreview; and
- Whereas,** Lynnette has been a valuable member of the staff, and her many responsibilities as Clerk at Shoreview Library kept the Library running smoothly through technical, staff, supervisor, and even building transitions. She also served as Shoreview's volunteer coordinator for many years, and hired, trained, and supervised the library's volunteers including a robust summer teen volunteer program, and with other volunteer coordinators, helped plan and execute warm, engaging volunteer appreciation events with fabulous creativity; and
- Whereas,** She is known for her dedication, good humor, and commitment to the continued and smooth operation of the Shoreview Library. Her conscientiousness ensured that the Library's staff were well prepared to serve the public. Diligent in the performance of her duties, Lynnette was considerate of patrons in need of assistance, and an outstanding colleague. She will be greatly missed by her coworkers, volunteers, and patrons; and
- Whereas,** Lynnette has decided to retire from her position of Library Page effective as of September 3, 2021; and
- Now, Therefore
Be It Resolved,** That the Ramsey County Library Board of Trustees and Library staff extend their appreciation to Lynnette Pound for over 27 years of dedicated service to Ramsey County Library.

Library Board Chair

Adopted September 15, 2021

Request for Library Board Action

Meeting Date
September 15, 2021

Action Requested
Determine Meeting Locations

Presented By
Karen Saltis,
Interim Library Director

SUBJECT:

Future Library Board Meetings

BACKGROUND:

Below is the updated guidance received from Ramsey County regarding formal meetings of boards and committees received on September 10, 2021.

In July 2021, Ramsey County previously provided direction that formal advisory body meetings were to be conducted in-person. However, due to the Delta variant and substantial increase in transmissions, there have been questions surrounding how formal advisory body meetings should continue to be conducted while spread remains at the CDC level of substantial or high. This change in guidance reflects the evolving nature of the ongoing pandemic and requires us to be flexible, nimble and adaptable while prioritizing the health, safety and well-being of our residents and staff in Ramsey County.

Ultimately, it is in the best interests of each committee or board to make the best decision to protect the health, safety and well-being of their membership based on the most up to date and accurate public health information provided. Each formal advisory body chair and their members should make the decision if their meetings will be held virtually or in-person based on applicable Ramsey County policies and/or requirements. While transmission rates are in the substantial or high CDC category (**Ramsey County is currently designated as “high”**), Ramsey County is encouraging staff and residents to meet virtually if possible due to the ongoing COVID-19 pandemic. The advisory body’s final decision should be communicated back with the county staff coordinator and the deputy county manager for awareness. The County Board has moved to a virtual meeting setting during this period, as well, to demonstrate leadership in balancing public health safety with business needs.

If the advisory body chooses to meet in-person, the advisory body must adhere to the following requirements established by Saint-Paul Ramsey County Public Health, Property Management and Human Resources:

- Adhere to meeting and conference room capacity. Please follow county policy and posted signage and do not exceed recommended room capacities.
- Ramsey County staff and visitors must wear face covering when in public or shared indoor county spaces per the mask policy.
- Social distancing (6 feet apart) when in building, workspaces and outdoors when meeting per the mask policy.
- Public or outside organizations use of county meeting rooms is not allowed at this time.
- The Countywide COVID Preparedness Plan has also been updated for reference.

BOARD ACTION REQUESTED:

Determine meeting locations for future 2021 Library Board meetings.

Branch Library Report

Roseville



September 2021
Report to the Library Board

TRENDS IN THE SERVICE AREA

- Roseville Area Schools, Independent School District 623, approved a masking requirement for the start of the 2021/2022 school year.
- Roseville Area Schools' student ethnicity: 43% white, 20% Asian, 16% Black, 14% Hispanic, 7% Multiracial, 1% American Indian.
- Roughly ¼ of jobs in Roseville are in the retail and food & accommodation industries, and those sectors have seen the greatest job losses in the past year, although retail has been able to recover more quickly than food & accommodation once restrictions were eased in the fall.
- Roseville has an unemployment rate of 4.1%. The US average is 6.0%.
- Roseville has seen the job market increase by 1.8% over the last year.

LIBRARY ISSUES AND SERVICE TRENDS

- Business continues to increase. The Roseville Library is currently averaging approximately 325 visitors per day and circulating more than 2,200 items per day.
- Dunn Bros. briefly opened for drive thru and then walk-in service but closed shortly after due to financial difficulties.

LIBRARY SERVICES AND EVENTS

- The library is incrementally moving toward in-person teen and adult programming.
- Roseville began offering weekly e-reader and tech help labs this week. Circulation of E-resources is currently 24% of all transactions, about 50% higher than in a typical year. Roseville Children's Librarians will be offering some outdoor programming in the Reading Garden in September and October. This is the first in-person children's programming since March of 2020. With the exception of Paws to Read, indoor children's programs will remain virtual for the time being.

What is special and important about the library

- Roseville staff displayed exceptional initiative and fortitude every step of the way during the past year and a half; they helped develop and implement curbside delivery service, public computing by appointment, grab-and-go, and Express Service.
- Two Roseville staff were redeployed to other positions during the pandemic. Librarian Jenna Emmans was offered -- and accepted -- a temporary assignment working with the Ramsey County COVID19 Incident team on food security. Kaylee Hockbein-Bryse was redeployed as a County Navigator for over a year. Both are back working at Roseville.
- The Roseville Library served as a polling location for about a quarter of the year in 2020.
- Faram Kamdar donated \$4,000, in honor of her last husband Andre, to purchase a log cabin structure for the Children's Reading Garden.

Collection Highlights

- Read. Make. Do. Kits.
- Grab Bags for Kids, Teens, and Adults.
- Roseville and Shoreview received a memorial gift in honor of Mary Anne Lindberg, a long-time Friends supporter and former Friends Executive who recently passed away, to add to the lending collections.
- The family of Richard W. Taylor donated \$5,000 to the Roseville Library for collections.

User Experience

- Working on recarpeting plan.
- Refurbished children's room with activity table and dramatic play space.
- Reupholstered adult furniture.

Innovation

- Launched curbside service, Grab and Go, Express Service, public computing.
- Distributed TechPaks to residents as part of Workforce Solutions program.

Key Partnerships

- Ramsey County Service Center
- Keystone Community Services Food Truck
- Ramsey County Elections

ROSEVILLE AT A GLANCE

| | |
|-------------|----------------------------------------------------------------------------------------------|
| YEAR BUILT | 2010 |
| SQUARE FEET | 73,000 |
| DAYS OPEN | Mon-Thu 10 a.m. - 9 p.m. Fri-Sat 10 a.m. - 5 p.m. Sun 12 - 5 p.m. |
| HOURS/WEEK | 63 |

| | |
|----------------------------|----------------|
| NUMBER OF PUBLIC COMPUTERS | 140 |
| COLLECTION SIZE | 149,154 |

| | |
|-----------------|--------------|
| STAFF FTE | 30.86 |
| TOTAL STAFF | 41 |
| VOLUNTEER HOURS | 2,329 |

| | 2017 | 2018 | 2019 | 2020 |
|---------------------------------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| TOTAL CIRCULATION | 1,341,747 | 1,245,826 | 1,161,556 | 535,095 |
| CHILDREN'S CIRCULATION (TOTAL # AND % OF TOTAL CIRC) | 587,868 44% | 549,823 44% | 517,663 45% | 235,315 44% |
| REFERENCE | 126,308 | 130,949 | 115,843 | 133,120 |
| COMPUTER HOURS USED | 122,310 | 113,509 | 105,520 | 33,415 |
| WIRELESS USERS | 352,376 | 364,868 | 362,373 | 92,277 |
| ANNUAL VISITS | 612,544 | 580,388 | 542,762 | 147,407 |
| CHILDREN'S PROGRAM ATTENDANCE | 22,278 | 25,379 | 21,939 | 4,314 |
| ADULT PROGRAM ATTENDANCE | 10,054 | 14,355 | 13,275 | 2,329 |





Request for Library Board Action

Meeting Date
September 15, 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 next facilitated meeting with County staff to review the revised Roles & Responsibilities chart and the Library Board's feedback, 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.

Request for Library Board Action

Meeting Date
September 15, 2021

Action Requested
Information and Discussion

Presented By
Pang Yang,
Deputy Director

SUBJECT:

Ramsey County Library in Maplewood Renovation Update

BACKGROUND:

Pang Yang, Library Deputy Director, will be present to update the Library Board of Trustees on the Maplewood renovation project. The Request for Proposals for the project was issued on July 14th, with proposals due to Ramsey County on August 19, 2021.

BOARD ACTION REQUESTED:

For information and discussion.

Request for Library Board Action

Meeting Date
September 15, 2021

Action Requested
Information & Discussion

Presented By
Pang Yang,
Deputy Director

SUBJECT:
Strategic Planning Update

BACKGROUND:
Ramsey County Library's current strategic plan expires at the end of 2021. Pang Yang, Deputy Director, will update the Library Board on the status of the strategic planning process.

BOARD ACTION REQUESTED:
For information and discussion.

Ramsey County Library in the News:

- 8/12:
Patch** Ramsey County Library: Ramsey County Library's Accomplishments In 2020
<https://patch.com/minnesota/roseville/ramsey-county-library-ramsey-county-librarys-accomplishments-2020>
- 8/20:
Minnpost** Jane Smiley, Prince biographer in Club Book's Fall 2021 line-up; horror movie marathon at the Parkway
<https://www.minnpost.com/artscape/2021/08/jane-smiley-prince-biographer-in-club-books-fall-2021-line-up-horror-movie-marathon-at-the-parkway/>
- 8/24:
Patch** Pop-Up Library at Lake Josephine County Park
<https://patch.com/minnesota/roseville/calendar/event/20210824/1172954/pop-up-library-at-lake-josephine-county-park>
- 8/25:
Park Bugle** Tuesday with a Scholar Series back
<https://www.parkbugle.org/neighbors-15/>
- 8/28:
Patch** Ramsey County Library: Start Learning With Udemey
<https://patch.com/minnesota/roseville/ramsey-county-library-start-learning-udemey>
- 8/29:
Pioneer Press via
YahooNews** Birchwood Village Hall reveal and centennial celebration planned
<https://news.yahoo.com/birchwood-village-hall-reveal-centennial-140300095.html>
- 8/31:
Patch** Pop-Up Library at Lake McCarrons County Park
<https://patch.com/minnesota/roseville/calendar/event/20210831/1201594/pop-up-library-at-lake-mccarrons-county-park>

FACEBOOK:



Ramsey County Library

Published by CoSchedule App · August 16 at 12:40 PM ·

Meet Tasha, a middle grade librarian, who loves to read anything that makes her laugh and also loves helping kids of all ages find nonfiction books about real people and real events. Request a book list through Shelf Help today: rclreads.org/shelf-help-for-kids-teens



1,974

People Reached

176

Engagements

—

Distribution Score

Boost Post



22

2 Shares



Ramsey County Library

Published by CoSchedule App · August 19 at 4:56 PM ·

DYK? In 2020, Ramsey County residents borrowed nearly 8,000 materials from other library systems. Learn more: bit.ly/3kJMtE



DATA.RAMSEYCOUNTY.US

Library Usage

Ramsey County Library (RCL) is a system of seven public libraries in...

639

People Reached

11

Engagements

—

Distribution Score

Boost Post



Ramsey County Library

Published by CoSchedule App · August 23 at 4:47 PM ·

Save the Date: Starting September 1, the Teens 100 Book Before Challenge will kick-off. Read books and win prizes! Learn more: rclreads.org/100-books-challenge-for-teens



1,985

People Reached

106

Engagements

—

Distribution Score

Boost Post



15

5 Shares



Ramsey County Library

Published by CoSchedule App · August 25 at 1:40 PM · 🌐

How cool is that! The University of Michigan Library's Computer & Video Game Archive has more than 60 unique systems and 8,000 games available for research and play.
<https://www.infodocket.com/.../university-of-michigan.../> 🤖🎮

UNIVERSITY OF MICHIGAN LIBRARY

LIBRARY

LOCATIONS AND HOURS INFORMATION FOR ASK A LIBRARIAN GIVE A ACCOUNT

Find, Borrow, Request

Visit and Study

Research and Scholarship

Collections

About Us

Search this site

Home > Locations and Hours > Computer and Video Game Archive

Computer and Video Game Archive

The Computer and Video Game Archive (CVGA) acquires, maintains, and makes available an extensive collection of video games, consoles, board games, and more, from the 1970s to today.



Visit Use the Archive Class Visits and Events Research Support Offsite Game Research

INFODOCKET.COM

University of Michigan Library: "A New Frontier: Preserving Computer and Video Games"

934

People Reached

45

Engagements

—

Distribution Score

Boost Post



11

3 Comments



Like



Comment



Share

Oldest ▼



Robin Collins Edman
Megan Hanson

Like · Reply · Message · 2w

→ 2 Replies



Ramsey County Library

Published by CoSchedule App · August 26 at 2:37 PM · 🌐

DYK? In 2020, youth fiction materials accounted for 68% of all total materials circulated at Ramsey County Library. Learn more: bit.ly/3KJMJE



DATA.RAMSEYCOUNTY.US

Library Usage

Ramsey County Library (RCL) is a system of seven public libraries in...

676

People Reached

22

Engagements

—

Distribution Score

Boost Post



Ramsey County Library

Published by CoSchedule App · August 24 at 5:43 PM · 🌐

Has your librarian been doing amazing work during the pandemic? Show them some love by submitting an #LoveMyLibrarian Award nomination. The deadline for submissions is Sept. 27!

I Love My Librarian!
Award

706

People Reached

7

Engagements

—

Distribution Score

Boost Post



4



Ramsey County Library

Published by CoSchedule App · August 27 at 1:18 PM · 🌐

Browse the Twin Cities Metro e-Library collection for kids available on Libby. There are lots of e-books and e-audiobooks to choose from: melsa.overdrive.com/library/kids

Libby is available on:

Apple: <https://apple.co/3hkZgTW>

Play: <https://bit.ly/3hmkfp9>



601

People Reached

3

Engagements

—

Distribution Score

Boost Post



1



Ramsey County Library

Published by CoSchedule App · August 28 at 12:06 PM ·

Ramsey County Library is excited to announce that UdeMy is now available. UdeMy is an online learning and teaching platform with over 6,000 courses. Access today with your library card: rclreads.org/resources/education.



LEARN SOMETHING NEW

Get 24/7 access to free online courses to enrich your mind.

START TODAY



628

People Reached

13

Engagements

—

Distribution Score

Boost Post



5

1 Share



Ramsey County Library

Published by CoSchedule App · August 29 at 1:05 PM ·

Technology courses are available this fall. There are virtual programs via Zoom and in-person events that are available at selected branches. Discover technology course: <https://bit.ly/32i1Sfe>

RCLREADS.BIBLIOCOMMONS.COM

Events | Ramsey County Library

588

People Reached

12

Engagements

—

Distribution Score

Boost Post



1



Ramsey County Library

Published by CoSchedule App · September 5 at 12:29 PM ·

Ramsey County Library's "This is 2020" is a finalist for the 2021 Minnesota Author Project in the Communities Create category! Congratulations to all the finalists!

Read "This is 2020" today: bit.ly/34NXswA



MNWRITESMNREADS.ORG

Finalists announced for 2021 Minnesota Author Project

Finalists announced for 2021 Minnesota Author Project The Minnesota Author Project celebrates indie-published authors and community writing...

733

People Reached

16

Engagements

—

Distribution Score

Boost Post



6

1 Share

GOOGLE:

Ramsey County Library - New Brighton

400 10th St NW, New Brighton, MN

4.6 ★★★★★ 31 reviews

Most relevant

Newest

Highest

Lowest



Divya Bhaskaran

Local Guide · 58 reviews

★★★★★ a week ago NEW

Has a good collection of kids books. Helpful librarians.



larry ruggerio

1 review

★★★★★ 2 weeks ago NEW

The librarians were very helpful with things that I couldn't find myself. Glad I went there.

Ramsey County Library - Roseville

2180 Hamline Ave N, Roseville, MN

4.6 ★★★★★ 159 reviews

Most relevant

Newest

Highest

Lowest



BettyXO

Local Guide · 51 reviews · 1 photo

★★★★★ a day ago NEW

I love this library. It's really nice!! And the employees are nice as well.



Like



Heather Benedict

Local Guide · 65 reviews · 67 photos

★★★★★ a week ago NEW

My favorite library in the area!

Ramsey County Library - Shoreview

4560 Victoria St N, Shoreview, MN

4.7 ★★★★★ 60 reviews



Steph

Local Guide · 16 reviews

★★★★★ 3 weeks ago NEW

The Ramsey County Library system is stellar. This location in particular is great! One thing to check out is the collage by the door. I could look at it for hours!

Ramsey County Library - White Bear Lake

2150 2nd St, White Bear Lake, MN

4.4 ★★★★★ 30 reviews



Brenda Barth

Local Guide · 14 reviews · 10 photos

★★★★★ 2 weeks ago **NEW**

My trip could have been better. First and foremost the two ladies at the front desk were UNFRIENDLY and I CANNOT Stress that enough. The one that waited on me can definitely work on her customer service Skills I am sure the way the other one looked me and turned around at she can as well!!!!

I haven't been to the library in like four years, I have had FOUR surgeries, two major one my neck and one on my right shoulder two on my left knee. And haven't worked in over a year. So I didn't not realize money was owed. My children like the Maplewood library better and we live in Hugo but they do not have a book my son needed that is in a series that he is reading, so Roseville delivered it to WBL for me to pick up.

The woman who took care of me even though she clearly saw that I have been at the Maplewood location and OBVIOUSLY they would have informed me that I have a balance felt the need to tell me NOT once But TWICE about my Balance at the Maplewood location.

I have every intention on paying the balance I owe but when you are working on customer service put a SMILE on your FACE, DON'T be RUDE, You DON'T NEED to REPEAT Yourself Especially after I told you

that I was AWARE that Maplewood told me ALREADY. I was using MY SON'S library card by the way Not Mine!!

I COULD be 100 times MORE Rude than her could EVER Realize but I am a better person than that. I strongly dislike disrespectful people!! I have worked in Customer service from the time I was sixteen years old up until I was forty-seven, I am fifty now. I have been working with the elderly in Memory Care because I cannot stand customers anymore as I find that THEY ARE NOT ALWAYS RIGHT and some stores cater to their disgusting disrespectful behavior.

I would rather give my LOVING SMILE, KINDNESS and the way I CARE for people to people who CANNOT help their behavior at times but they are super sweet and loving the 95% of the time. This is my 2nd RUDEST Encounter with Customer PetSmart in Maplewood being the first.

GET Over Yourself and Get Some Manners!!!

TWITTER:



Mike Dolbow @mmdolbow · Aug 15

My son and I have been watching the MCU in timeline order, and for some reason Disney plus doesn't have the Tom Hardy Spider-Man flicks, so we biked down to the library to rent the first one.

Thank you @rclreads for being there for us in this time of dire need. 🙏🙏

1 2



Brian S - history buff @brian_scoles_mn · Aug 23

@rclreads for all my fellow bibliophiles in the area....



It's my pleasure
How my love for reading started. Just a few of my favorite books.
lifewithgoddiaryofalutheranpastor.com

1 2



Minnesota State Parks @mnstateparks · Aug 26

The @mnstatefair kicks off today! Join us at the DNR outdoor stage for Family Story Time at 11 am with @stpaullibrary. Be sure to chat with our visiting librarians in the adjacent tent & get @rclreads list of "best nature reads". mndnr.gov/StateFair



1 2 3



Rao Konidena @RKonidena · Aug 28

data.ramseycounty.us/stories/s/Libr... Roseville library is great!!

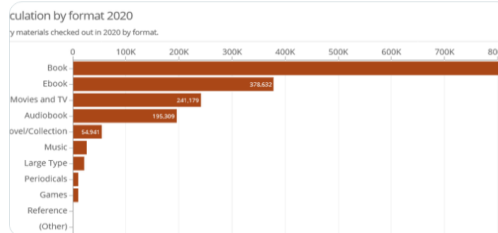
2 1



Rao Konidena @RKonidena

Replying to @RKonidena

More than 900,000 books checked out @rclreads in 2020.



7:02 AM · Aug 29, 2021 · Twitter Web App

2 Likes