

**Ramsey County Library
Board of Trustees Meeting
April 20, 2022
4560 Victoria Street North
Shoreview, MN – 6:30 PM**

CONNECT community
INSPIRE curiosity
CULTIVATE learning

- I. **Call to Order** (6:30)
- II. **Public Comment** (6:30-6:35)
- III. **Approval of Agenda** (6:35)
- IV. **Consent Agenda** (6:35-6:45)
 - a. Approval of March 17, 2022 Minutes
 - b. Director's Report
 - c. Friends of the Ramsey County Libraries Report
 - d. Ramsey County Board Liaison Report (verbal)
- V. **Action Item** (6:45-7:15)
 - a. Approve Submission of Annual Report to the State of Minnesota
- VI. **Discussion Items** (7:15-7:45)
 - a. North Saint Paul Library Update
 - b. Strategic Planning Update
 - c. Maplewood Renovation Update
 - d. Public Policy Review Update
- VII. **Adjournment** (7:45)

Scheduled Upcoming Meetings

May 18, 2022 6:30 p.m.	RCL – Shoreview 4560 Victoria Street North	1 st Quarter Reports
		Collection Overview
		Branch Update
		Budget Update
		Strategic Planning Update
June 15, 2022 6:30 p.m.	RCL – Shoreview 4560 Victoria Street North	Maplewood Renovation Update
		Digital Literacy Overview
		Friends Update
		Branch Update
		Strategic Planning Update
		Maplewood Renovation Update

Library Board of Trustees

Steve Woods, Chair
Sylvia Neblett, Vice Chair
Claire Chang, Secretary
Grace Atkins
Debra Berry
Sida Ly-Xiong
David Perry

Ramsey County Board Liaison
Commissioner Victoria Reinhardt

Library Director
Jake Grussing

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

Minutes of the Ramsey County Library Board of Trustees
March 16, 2022

LIBRARY TRUSTEES PRESENT:

Grace Atkin, Deb Berry, Claire Chang, Sylvia Neblett, David Perry, Steve Woods.

STAFF PRESENT:

Jake Grussing, Library Director; Pang Yang, Deputy Director; Jeff Eide, Senior Library Manager; Chuck Wettergren, Digital Services Manager; Maggie Soukup, Library Board Coordinator.

OTHERS PRESENT:

Victoria Reinhardt, Ramsey County Commissioner and Liaison to the Library Board of Trustees; Johanna Berg, Deputy County Manager of Economic Growth and Community Investment (EGCI) Service Team; Mary Worley, Executive Director Friends of the Ramsey County Libraries; Carol Jackson, RCL-Shoreview Branch Manager; Meg Robertson, RCL-New Brighton Branch Manager; Monica Stratton, RCL-Maplewood Branch Manager; Nicole Herold, Technical Services Manager; Mickey Ladich, Building Services Manager; Jean Krueger, Director of Property Management; Jennifer McMaster, Ramsey County Project Manager.

CALL TO ORDER:

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

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

Perry made a motion to approve the agenda for the March 16, 2022, meeting as presented. Neblett seconded the motion, which was approved unanimously via roll call vote.

CONSENT AGENDA:

APPROVAL OF CONSENT AGENDA ITEMS

Neblett made a motion to approve all consent agenda items as presented. Berry seconded the motion, which was approved unanimously via roll call.

OUTGOING INTERIM DIRECTOR'S REPORT (Karen Saltis):

2022 Legislative Advocacy

Thanks to those of you who contacted legislators to advocate for the Regional Library Basic System Support (RLBSS) Funding Increase of \$2M and Formula Change: SF 1131/HF 1710. Base funding from this source has not increased since 2008. This change had bi-partisan support in the 2021 legislative session, but ultimately was not passed. Future updates will be provided on this topic.

Forgiveness of Fines and Fees—Follow-up on Communication

This topic was discussed at our February meeting. As a follow-up, Communications staff are working closely with Library Digital Services staff to determine the timing of a public communication for the one-time fee forgiveness on adult accounts. As Digital Services works with the vendor to implement the waiver, Communications is developing messages to broadcast through both library and county channels including websites, newsletters (print and digital) and social media. Direct emails to individuals whose accounts have been affected will also be sent. Communications will connect with local media to pitch this new development following January's fine elimination announcement.

Equity Coordinator Position

During the 2022/2023 budget process I included information regarding repurposing an existing position to act as a full-time equity and inclusion leader (Equity Coordinator) who will serve as an in-house champion and liaison to the county's equity work. This key resource will report to the director and be an active member of the library's administrative and management teams. A vacant position has recently been identified for this purpose and staff members are working with Human Resources to develop the posting. I'm confident that with the Library investing in this position equity work will significantly advance.

Staff In-Service Day

A staff committee is currently planning the March 31st staff in-service day. The agenda and training options are still in development. Trustees are invited to attend so please mark your calendars. The event will be held in person this year and more detailed information will follow.

Countywide Updates

2023 Supplemental Budget:

A brief overview of the vision for the 2023 Supplemental Budget was provided by the County Manager's Policy and Planning Director Elizabeth Tolzmann at the February countywide Senior Management Team (SMT) meeting. The county will be moving from performance measurement to performance management, evaluation, and outcomes. Performance management is integrated into all aspects of an organization's management and policy-making processes, transforming an organization's practices so it is focused on achieving improved results and outcomes for the public. More details, expectations and instructions will be shared with department heads and leaders at the late March SMT meeting.

This topic is scheduled for discussion at the April Library Board of Trustees meeting. Since this year is not a "numbers" year, Trustee decisions will be minimal. Stay tuned for more details.

COVID-19 Changes

County Commissioners received an update at the March 1st board meeting from County Manager O'Connor stating that based on the CDC's COVID-19 Community Level guidance, Ramsey County has now fallen to a low level and will no longer require masks be worn by employees and visitors.

Two additional items of note include the flexible work policy and public meetings governed by the open meeting law. Phase 1 employees (employees based in the courthouse, Finance, and Human Resources) will be moving out of the remote first environment as of March 21, 2022. As a reminder, Library staff has been working onsite throughout the entire pandemic.

For boards and committees governed by the open meeting law, they will return to in person meetings beginning the week of March 21st in alignment with the return to office date. Therefore, the April Library Board of Trustees meeting will be held in person.

Saying goodbye and saying hello

As I transition out of the role of Interim Library Director, I would like to send a warm thank you to the Library Board of Trustees and staff who have supported me over the last fourteen months. We've weathered many challenges together! Thanks for your grace and understanding throughout. I've learned so much about the Ramsey County Library and am extremely grateful for the opportunity to have served in this position.

Jake will begin his journey as the Ramsey County Library Director on Monday, March 14th, 2022. I welcome Jake and know that with his depth of library and leadership experience he will take the Ramsey County Library to an even higher level of excellence in public service!

Until we meet again--so long...

Karen Saltis

FRIENDS OF THE RAMSEY COUNTY LIBRARIES REPORT (Mary Worley)

Friends Online Auction Exceeds Goal

The 2022 Friends Online Auction took place from February 17-24 and was a great success. Our hope for this event was to raise \$20,000 for the Ramsey County Library lending collection. This event far exceeded that goal and raised more than \$26,000!

The proceeds will add much-needed items to the lending collection, including extra copies of the most popular materials as well as new audio books, large-print books, and e-books shared online and by the public libraries in Maplewood, Mounds View, New Brighton, North St. Paul, Roseville, Shoreview, and White Bear Lake.

We would like to express our sincere appreciation to all the volunteers, auction item contributors, auction bidders, sponsors, fund-a-need contributors and other donors who helped to make this event possible.

Love your Library Campaign February – April 2022

The Friends launched the Love your Library Campaign by asking patrons, board members, staff, committee members and volunteers to share why/what they love about their library in early February 2022.

Respondents can answer the question online or by using drop boxes located at multiple locations at each library. We are pleased to report that we have received over 200 heart-warming comments in the month of February. Library Board members -please tell us why you Love your Library today!

RCL-Roseville Used Book Sale May 13-15, 2022

Get ready to stock up for your summer reading! We will be hosting a used book sale featuring a huge selection of book genres, DVDs, CDs and more. Sunday will be our ever popular, \$5.00 Bag Sale. All the books you can fit into a bag for \$5.00. Mark your calendars, we look forward to seeing you!

Hours:

Fri. May 13, 11:00 a.m. – 5:00 p.m.

Sat. May 14, 11:00 a.m. – 5:00 p.m.

Sun. May 15, 1:00 p.m. – 5:00 p.m. (\$5 Bag Sale)

Friends Family Fun Day: May 21st

The Friends of the Ramsey County Libraries, the Shoreview Branch Library and the Shoreview Community Center are sponsoring a scavenger hunt on Saturday May 21st from 10:00am-12:00pm to bring together Friends members, RCL library patrons and community members to enjoy an indoor/outdoor celebration of spring. The scavenger hunt will begin at the Shoreview Library, move onto the Shoreview Community Center and end at the new Shoreview destination park. For more information, go to rclfriends.org.

RAMSEY COUNTY BOARD LIAISON REPORT:

Commissioner Reinhardt welcomed Grussing to his new role as Library Director and expressed her enthusiasm for the future of the Board of Trustees. She reiterated how important the relationship between the Trustees and the County Board is and encouraged the continued growth between the two.

DIRECTOR'S REPORT

Library Director Jake Grussing gave a brief introduction and shared his vision for the future of the Ramsey County Libraries. He reiterated that he was excited to be serving as the director and looking forward to working with the Trustees.

Some highlights from his vision include the following:

1. The library exists as part of a larger host system. An obvious but often overlooked idea. Part of something bigger than library.
2. The library needs a host system, and the library cannot exist without the support of the host.
3. Libraries receive legitimacy and resources from the host/system in return, libraries create value for the community.
4. The value the libraires creates is not about the library, it is about the community it serves.

Trustee Neblett and Woods expressed their excitement to have Grussing in the permeant role. Trustee Perry shared that he too is excited for Grussing to be in his role and to learn more about how the Trustees expertise will be used in the future.

FACILITIES OVERVIEW

Ladich, Building Services Manager for Property Management at the Libraries, presented the Trustees with a property management and facilities overview. Ladich detailed site overviews, departmental services provided, staffing, budget projections, and past and future projects for the various branches.

A question was asked about ADA compliance and whether the branches were complying with all regulations. Jennifer McMaster, Ramsey County Project Manager, explained that all branches took part in an ADA assessment in 2019-2020. McMaster shared that the assessment indicated that there were a few high-priority issues, but that those issues had all been resolved in a timely manner.

To view a copy of the Facilities presentation, follow this [link](#). (Found on page 40)

STRATEGIC PLANNING UPDATE:

Yang shared an update on the Strategic Planning process. She explained that the subcommittee, consisting of Trustees Sida Ly-Xiong and Grace Atkins, staff persons Jeff Eide, Erica Redden and herself, have been busy working with ACET, Inc. on developing the prompts for the upcoming focus groups. There are currently 7 focus groups the subcommittee has identified: 5 branches with full-time staff, staff that identify as Black, Indigenous and people of color, and part-time (evening and weekend) staff. The schedule is still being confirmed. Yang also explained that in addition to the 7 focus groups, community partners and library patrons would be involved in the process and will be able to provide direct feedback on the planning process.

Board Chair Woods asked when Trustees would be able to provide feedback. Trustee Atkins stated that the subcommittee will confirm a timeline at the next meeting and that she believes it will be sometime in May.

MAPLEWOOD RENOVATION PRE-DESIGN REPORT:

McMaster presented the Trustees with an update on the Maplewood branch renovation project as well as the pre-design report. She also shared that the goals of the renovation project are to enhance the welcoming and inclusiveness of the space, provide flexible, multi-functioning spaces for patrons and staff, and recognize the existing building strengths.

Neblett shared that working on this project has been a learning experience for her. She explained that throughout the process HGA has been very helpful in ensuring the project on track, providing ample information, and prompt in their correspondences to the subcommittee. She also shared that Yang and Maplewood Branch Manager Monica Stratton have provided valuable insight throughout the process.

Neblett made a motion to approve the Maplewood branch pre-design report as presented. Perry seconded the motion, which passed unanimously via roll call vote.

TRUSTEE SELF-EVALUATION:

Board Chair Woods shared the results of the 2021 Trustee self-evaluation. Woods plans to use the results as part of a larger discussion around strategic planning process. He explained that compared to past years results, we are not moving in the right direction and that there is room for improvement. Woods also proposed to not discuss this at today's meeting but rather to discuss the data within the strategic planning process to improve Trustee utilization.

Trustee Neblett suggested that matrix of Trustees expertise and skills/strength may be helpful during the planning process.

Commissioner Reinhardt shared there are certain statements in the report attributed to specific staff and she stated that these comments should not have been included as an official Library Board Document and requested that they be removed in any future documents.

Trustee Atkins agreed with Commissioner Reinhardt's statement and requested survey results do not include staff positions or names and that in the future they be involved with handling sensitive information.

OTHER:

The Trustees discussed the upcoming April Library Board meeting and logistics around meeting in-person. Deputy County Manager Berg shared that the Open Meeting Law must be followed to ensure compliance. Berg asked that staff share any information regarding the Open Meeting Law as a refresher for all Trustees.

A motion was made by Neblett to move the April 2022 Library Board meeting to the Shoreview branch. Perry seconded the motion. The motion was seconded by Perry, which passed unanimously via roll call vote.

Meeting adjourned at 8:20 p.m.

March Staff Updates

Please join me in welcoming the following staff to Ramsey County Library:

- Nasteho Ahmed, intermittent Library Page
- Flint Devine, Library Associate II at RCL – New Brighton
- Say Khang, Library Associate I at RCL – White Bear Lake
- Levelyn Lattimore, Library Page at RCL – Shoreview

And please extend congratulations to the following staff who were promoted:

- Abeni Hill, promoted to Library Associate I at RCL – Roseville and Digital Services

Staff In-Service Day

Thanks to those of you who attended the In-Service Day on March 31. Trustee Sylvia Neblett's opening remarks, including a heartfelt welcome and a reading of the Land Acknowledgement, set the tone for this in-person event. Mary Worley shared exciting news from the Friends of Ramsey County Libraries, and Monica Stratton recounted the many personnel transitions that have occurred over the past two years. The focus of the morning was a Race Equity in Action session, presented by Antonio Montez, one of the County's Racial and Health Equity Administrators. His interactive and highly engaging presentation ensured that everyone present developed a common understanding of our collective commitment to and role in advancing racial equity. Credit for planning and executing such a successful day goes to the In-Service Day team: Carol Jackson, John Bergeron, Abeni Hill, Jennifer Jackson, Marcus Lowry, Alyssa Stevenski, Monica Stratton, Andrea Strobush, Heidi Temple, and Pang Yang.

2022 Legislative Advocacy

The Regional Library Basic System Support (RLBSS) funding increase and formula change language is included in the House Education omnibus bill (HF 4300). It is not currently in the Senate Education omnibus bill, but I am hopeful that the language will survive conference committee to emerge in a shared omnibus bill.

Congressionally Directed Spending

I have been working with Ramsey County and City of Saint Paul government relations staff, as well as the Saint Paul Public Library Director, on an opportunity to pursue congressionally directed spending to create technology-rich spaces in our libraries. Here is the proposal the City of Saint Paul submitted to Congresswoman McCollum's office:

Public libraries provide critical access to community resources that support education and work. Ramsey County and the City of Saint Paul request funds to

support technology-rich spaces in public library meeting/programming rooms across Saint Paul and suburban Ramsey County. Enhanced technology in these community spaces will help advance equitable educational opportunities, including for K-12 youth who use libraries for afterschool and summer learning. This includes outlets, projectors, video capability and more to facilitate homework help, schoolwork, STEM programming, and collaboration with community partners. These upgrades would be a launching pad for collaborative programs with afterschool program providers and also potential career pathway connections with local schools.

The primary beneficiaries of this project are expected to be K-12 youth in Saint Paul and suburban Ramsey County. I will provide updates on the status of this request as they are available.

Ramsey County Care Center Job Fair

Following the decision to wind down operations of the Ramsey County Care Center (RCCC) in the coming months, the County Manager shared a clear message with all Ramsey County employees: no Care Center employee will see their employment end with Ramsey County unless they make a choice to move their career in a different direction. On April 6, Marcus Lowry and I represented RCL at an internal job fair for RCCC employees. The job fair gave RCCC employees the opportunity to learn more about other County departments and express their interest in joining those departments in the future. While there are more details to work out in this process, I am happy to report that Marcus and I met with many employees who expressed passion for the work of public libraries and strong interest in joining our team. I expect to have more to share in future updates.

Open Meeting Law/Accessibility Update

As requested at the March meeting, library staff are investigating solutions for hosting future Library Board meetings in a hybrid setting similar to the County Board. I expect to have a solution in place by the June meeting at the latest.



Ramsey County Library Board Update April 2022

This month we would like to share the four components of the Friends strategic plan and explain our strategic priorities.

Vision: Have a bigger and bolder impact with Ramsey County Library into the future.

Strategic priorities are:

1. Go to the next level of friend raising and fundraising.

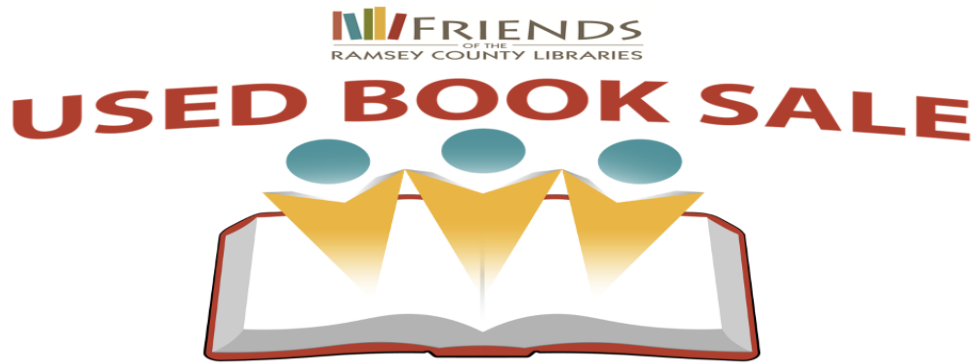
a. I'd like to share our fundraising and friend raising results and plans for the future:

Year-end Appeal was very successful with the Friends Board providing a \$6,200 match. From a fundraising perspective, we received 229 donations in the appeal and netted \$34,492 in donations. From a Friend Raising perspective, we gained 90 new members and over 30 people renewed their lapsed Friends Membership.

We have a membership goal of 1,0000 members by the end of 2022 and we currently have 902 donors. If you are already a Friends donor – thank you for support! If not, please consider joining the Friends!



b. Our most recent fundraiser was the **2022 Online Silent Auction**. With special help from the Friends bookstore volunteers and your support, we netted over \$26,500 from the online auction.



c. RCL-Roseville Used Book Sale May 13-15, 2022

We will be hosting a used book sale at the Roseville Library Used Book Store featuring a huge selection of book genres, DVDs, CDs and more. Sunday will be our ever popular, \$5.00 Bag Sale. All the books you can fit into a bag for \$5.00. Mark your calendars, we look forward to seeing you!

Hours:

Fri. May 13, 11a.m. - 5p.m.

Sat. May 14, 11a.m. - 5p.m.

Sun. May 15, 1p.m. - 5p.m. (\$5 Bag Sale)

d. Exciting Legacy Circle news: The Friends Legacy Circle was developed to ask the friends of the Ramsey County Library to consider leaving a gift to the Friends in their estate. Special credit goes to a many people including, Sue Gerhz, Cindy Cook, Frank Harris, Kate Huesbch, Ann Trapnell, Friends Board Members and the Development Committee. I am pleased to announce two estate gifts that the Friends will be receiving in the near future:

1. An estate gift from Eileen Adams – we are waiting for the sale of her home but the unrestricted gift to the Friends of the Ramsey County Library will be in excess of \$150,000.

2. The second gift is from a long- time patron of the Mounds View Library, Mr. Ronald Varns. Mr. Varns was a bachelor and worked at Land O Lakes his entire career. Mr. Varns passed away in March 2022 and left 85% of his estate to the Friends of the Ramsey County Library directed solely to the betterment of the Mounds View Library. We will be liquidating some of the assets, such as his home and have started that process. The estate gift from Mr. Varns will be between \$1.7-\$2 million dollars.

e. We are planning a State of the Library meeting on September 15, 2022. This will be a stewardship event for our major donors and Legacy Circle (people who have designated an estate

gift with the Friends). Our key note speaker will be Jake Grussing, who will share his vision of the future of the Ramsey County Library. It will give our greatest benefactors and volunteers the inside scoop on where the Ramsey County Library is headed.

2. The second Strategic priority is Create powerful messages about the Library and the Friends Impact

a. This is an ongoing project with multiple points of interest:

- We are working closely with the Pana Lor to share social media messaging about Friends upcoming events and initiatives;
- We write a bi-monthly article in the Explore newsletter;
- We plan to evaluate the Friends communications and branding this year to develop better messaging, tag lines, elevator speeches and central communication themes.



- We developed the Love your Library Campaign with your help to get feedback from our patrons and began sharing the messages weekly by email and on our website during the month of April. To date we have received over 400 comments. Please take time to look at some of the comments from the patrons on our website: rclfriends.org.
- In the past the Friends has published an Annual Report in the summer – we are currently reevaluating this and are looking at issuing an impact report with financial information rather than an annual report to be better stewards of our financial resources.

3. Engage the general community in new and fun ways to build a stronger library community.



a. We are planning a collaborative Family Fun Day event with the Friends, RCL and the Shoreview Community Center to bring all of our patrons together for an inside/outside scavenger hunt ending at the new Shoreview destination park on Saturday May 21st from 10:00am-12:00pm. There will be prizes – a Kindle, Used Book store coupons, logo bags for new members and treats. Special thanks to Carol Jackson, Kristin Roemhildt, and Angie Miller for their help with planning this event. Please let me know if you'd be interested in volunteering for this community event.

4. Bring to life one or more big ideas that were jointly envisioned by Friends and RCL.

a. In November, we held an online Author Talk featuring Nancy Pearl with a panel of interviewers from RCL – thanks to librarians Ann Wahlstrom, Carol Jackson and Andrea Hermanson for providing a lively discussion and making the event so special.

b. We are currently planning an October Author Talk. Thanks to Paul Lai for providing ideas about possible Minnesota authors and topics to explore.

Request for Library Board Action

Meeting Date

April 20, 2022

Action Requested

Ramsey County
Board Liaison Report

Presented By

Victoria Reinhardt,
Commissioner

SUBJECT:

Report from Commissioner Victoria Reinhardt.

BACKGROUND:

Commissioner Reinhardt will present a verbal report to the Library Board of Trustees if available.

BOARD ACTION REQUESTED:

For information and discussion.

Request for Library Board Action

Meeting Date

April 20, 2022

Action Requested
Information & Discussion**Presented By**

Jeff Eide and Jake Grussing

SUBJECT:

Annual Report to the State

BACKGROUND:

In Minnesota, local governments are primarily responsible for funding and administering public libraries, but there are other partners who create a multilayered approach to public library service delivery. Regional public library systems, like the Metropolitan Library Service Agency (MELSA), and state government play important behind-the-scenes roles in supporting local library service. Jake Grussing will share information about Minnesota public library structures to provide context for the annual report to the state.

State Library Services, a division of the Minnesota Department of Education, coordinates a statistical survey on library usage, collection size, staffing distribution, etc. for every library in Minnesota each year. Libraries are required to submit their annual data to the State Library Services Office no later than April 1.

Policymakers, library administrators, and the general public use the statistical data to plan and evaluate library development and services. Data for public, academic, and state library agencies is available from the Institute of Museum and Library Services (IMLS).

Jeff Eide will share an overview of the annual report to the state.

The report is attached as submitted.

BOARD ACTION REQUESTED:

To authorize the Library Board Chair and Library Director to sign and submit the 2021 Minnesota Public Library Annual Report Approval Form to the Office of State Library Services as mandated.

Annual Report to the State

LDS – Report – 2021 (see attached document)



2021 Minnesota Public Library Annual Report Approval Form

Minnesota Statutes 134.13 requires the board of a public library to submit an annual report to the Minnesota Department of Education no later than April 1 each year.

Please print the name of the library submitting this form below.

Name of Library

I certify that I have read the library's annual report and approve its submission to the Minnesota Department of Education, State Library Services.

Signature of Library Board President/City or County Representative

Date

Printed Name of Library Board President/City or County Representative

Signature of Library Director

Date

Printed Name of Library Director

Please return this signed form by mail, email, or fax to:

State Library Services
Minnesota Department of Education
1500 Highway 36 W
Roseville, MN 55113-4266

Email: mde.lst@state.mn.us

Fax: 651-582-8752



Minnesota's public library annual report is made possible, in part, by funding from the Minnesota Department of Education through a Library Services and Technology Act (LSTA) grant from the Institute of Museum and Library Services.

Branch Library Report

North St. Paul



April 20, 2022
Report to the Library Board

TRENDS IN THE SERVICE AREA

- Population in North St. Paul remains at previous levels and currently stands at just under 12,400 residents.
- Demographics indicate a predominately white (66.8%) population with 12.5% Asian, 8.7% African American/Black, 6.2% listed as “Two or more races”, and 6% listed as Hispanic or Latino. 13% of the population speak a language other than English, the most popular being Hmong and Spanish.
- The population is relatively stable with 95% of available housing units retaining occupation. About 67% 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 \$64K per annum.
- The 2020 Census showed that 93.7% of households report having a computer in their home and 89.2% report having a broadband internet subscription.
- Despite the fact that the census indicates the overall population in North St. Paul is approximately 67% white, the most recent ISD 622 demographics (2019) indicate that the district as a whole is more diverse with 34% of the students self-identifying as white, 19% as black, 23% as Asian, 15% as Hispanic, 8% as multiracial, and 1% as American Indian. The district reports more than 57 different languages are spoken at home across the district.
- ISD 622 reports that about 56% of their students qualify to receive free or reduced-price lunch.
- The local charter school that visits our library on a weekly basis, North Metro Flex Academy, remains very diverse with recent demographics showing over 75% of students self-identify as BIPOC, 15% identify as English learners, and 78.8% of students qualify for free or reduced-price meals.

LIBRARY ISSUES AND SERVICE TRENDS

- We continue our partnership with North Metro Flex Academy, who visit us weekly classroom-by-classroom for school checkouts. On average, we have 250 visits/checkouts per month from the North Metro Flex Students.
- The library children’s room, new in 2018, has been very well received and families have enjoyed the added space, expanded collections, and interactive wall panels. We are seeing a huge uptick in use since summer 2021 and families have expressed excitement to have a free place to bring their children out in public.
- Kokoro Volleyball Club continues to rent the bulk of our building with families attending this club sport from all over the east side of the metro, including Wisconsin. Pre-pandemic, they generously allowed the library to hold summer programs in their lobby space and with program attendance in the low 100s, we appreciated this partnership. They also allow staff to use their elevated walking track on breaks. Kokoro Volleyball Club will most likely vacate the building by the end of 2022, and their partnership will be missed.
- The City of North St. Paul is studying many options for this building and space after Kokoro Volleyball Club moves on and as the new City Manager and City Council determine community needs. However, the library lease will be maintained and the City has indicated they are anxious to keep our library in the community.
- The City of North St. Paul is hoping to capitalize on their location between Minneapolis and St. Paul and attract new residents by both downtown revitalization plans and building a large townhome development within .5 miles west of the library on McKnight and Hwy 36.
- The library introduced a new informal meeting/studying space near the children’s room, with photocopier/scanner and self-service coffee, prior to the pandemic. The space was used by many to both work alone and have small meetings. Use of this space is slowly coming back as the pandemic wanes and people gain confidence being out.

LIBRARY SERVICES AND EVENTS

- Number of weekly storytimes, book clubs or other on-going programs
 - One weekly Family Storytime pre-pandemic
 - Family Storytimes have been held on ZOOM since last November and will resume in-person Summer 2022.
 - One monthly adult book club
 - Monthly “Maker Kit” activity bags for kids
 - Monthly “Storytime Starter” kids for Pre-K
- What is special and important about the library
 - Personal connection with patrons
 - Small, cozy feel which patrons appreciate – especially patrons with intellectual disabilities or those coming from group homes in the area
 - Providing the charter school in the area with a library they can call their own
 - Convenience to low income housing and downtown North St. Paul
 - Partnership opportunities with ISD 622, a high-poverty district within our service area
 - Ability to provide in-depth reference or computer assistance without interruption
 - Notary on-site
- Collection Highlights
 - Popular magazines with current issue available for checkout
 - Children’s room
 - Newer collection with many popular titles
 - Engaging book displays frequently changed
- Key Partnerships
 - Independent School District 622
 - St. Peter’s Catholic School
 - North Metro Flex Academy
 - Kokoro Volleyball Club
 - City of North St. Paul
 - Ramsey County Parks & Rec

NORTH ST PAUL AT A GLANCE

YEAR BUILT	2005
SQUARE FEET	3,288
DAYS OPEN	Mon 10 a.m – 5 p.m. Tues, Thu 1 p.m. – 8 p.m. Wed, Fri, Sat 10 a.m – 5 p.m. Sun closed
HOURS/WEEK	35

NUMBER OF PUBLIC COMPUTERS	6 + 3 laptops
COLLECTION SIZE	18,985

STAFF FTE	2.5
TOTAL STAFF	
VOLUNTEER HOURS	0

	2018	2019	2020	2021
TOTAL CIRCULATION	95,693	92,626	31,093	39,084
CHILDREN'S CIRCULATION (TOTAL # AND % OF TOTAL CIRC)	33,059 35%	31,519 34%	10,962 35%	14,490 37%
REFERENCE	16,510	13,520	7,917	5,642
COMPUTER HOURS USED	12,871	11,182	2,236	1,416
WIRELESS USERS	5,423	3,955	1,907	1,899
ANNUAL VISITS	35,014	39,806	8,524	11,676
CHILDREN'S PROGRAM ATTENDANCE	7,634	5,720	715	187
ADULT PROGRAM ATTENDANCE	133	52	0	0



"Spring Rain" Craft with Karen Tan in March 2022

Recent Highlights RCL – North St. Paul

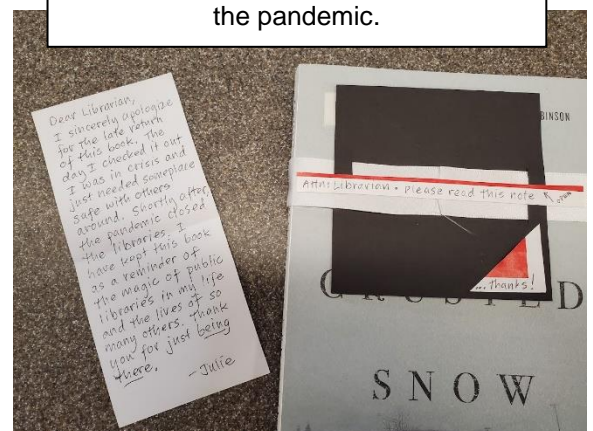


Story Trail on 7th Ave during the NSP
Hop in December 2021



North St. Paul Fire Dept on-
location Storytime in October 2021

Note received in the book drop during
the pandemic.



RCL-NS hosted a mobile Vaccine Bus in
May and June 2021



Summer afternoon art program in August 2019

Request for Library Board Action

Meeting Date

April 20, 2022

Action Requested

Information & Discussion

Presented By

Jeff Eide,
Senior Library Manager

SUBJECT:

Strategic Planning Update

BACKGROUND:

Jeff Eide, Senior Library Manager, will present an update on the strategic planning process to the Library Board of Trustees.

BOARD ACTION REQUESTED:

For information and discussion.

What I wish this library will provide for me

What I love about this Library

This is why I came to the library today



ABOUT ME

My age

My Race/Ethnicity

Zip code where I am living or staying right now

How many times I came to this library in the past
12 months

This is how I experience this library:

	Yes	Somewhat	No
I feel welcome at this library.			
I get what I need when visiting this library.			
I am comfortable approaching staff at this library staff.			

Library Branch Today's date _____

Please feel free to continue your responses on the back.

What I wish this library will provide for me

What I love about this Library

This is why I came to the library today



ABOUT ME

My age

My Race/Ethnicity

Zip code where I am living or staying right now

How many times I came to this library in the past
12 months

This is how I experience this library:

	Yes	Somewhat	No
I feel welcome at this library.			
I get what I need when visiting this library.			
I am comfortable approaching staff at this library staff.			

Library Branch Today's date _____

Please feel free to continue your responses on the back.

Focus Group Script - RCL Branch Staff

Hi everyone! My name is [insert name]. Thank you for being here with me to talk about your work at the library. I also would like to introduce my colleague [insert name] who will be helping with note-taking and keeping us on track with time. We are with a company called ACET, who has been contracted to help design a new strategic plan for Ramsey County Library.

I am going to be asking about your work in general, the library's role in the community, and the future course that you would like to see Ramsey County Library taking. Please know that there are no right or wrong answers. Even though we are taking notes, we will not use your name or tell anyone what you said specifically. This session is not recorded. Does anyone have any questions before we start? [pause]

Opening Questions

- 1. Can we go around the table and have each of you say your name, position, and how long you have been with the library?*
- 2. What first drew you to working in a library?*

Core Questions

- 3. What are you proud of in the work that you do at the library?*
 - a. [probe] Can you relate a time you had a really positive impact on a patron?*
- 4. How has the nature of your work changed over the course of your employment at RCL?*
- 5. Can you share a time that you felt your suggestions were really listened to by the library administration?*
- 6. In pairs, I would like you to take 5 minutes to discuss and jot down some notes on how you imagine the role of the library in this community changing in the next five years?*
 - a. [probe] What areas of service do you hope the library will grow into or add?*
 - b. [probe] What areas of service do you hope the library will avoid or eliminate?*
 - c. [probe] How would you like the library to be more present in the community?*
- 7. How do you connect residents to the library who might not find it on their own?*
 - a. [probe] How can Ramsey County Library support you in making these connections?*
 - b. [probe] What can RCL do more to better reach underserved communities?*
- 8. What do you think Ramsey County Library should prioritize when planning its future direction?*
 - a. [probe] How can Ramsey County Library gain and grow trust in the community?*
 - b. [probe] How can Ramsey County Library better support its staff in the work of engaging the community?*
- 9. Take the next five minutes to consider the three-part Ramsey County Library mission to "CONNECT community, INSPIRE curiosity, CULTIVATE learning", [Co-facilitator puts up three large white sheets of poster paper.] What comes to mind for each of these? Write down anything you think of on a post-it note. This could be any elements*

of your work or future work that fit in these three areas, and put your note up on the corresponding poster.

Concluding Question

10. Is there anything else you think would be helpful to consider as Ramsey County Library works on its strategic plan?

Thank you all so much! That is all of our questions, feel free to come up and look at what others wrote and posted.

Draft

Request for Library Board Action

Meeting Date

April 20, 2022

Action Requested
Information & Discussion**Presented By**

Pang Yang,
Deputy Director

SUBJECT:

Ramsey County Library in Maplewood Renovation and Pre-design Update

BACKGROUND:

Pang Yang, Deputy Director, will present an update on the Maplewood renovation project to the Library Board of Trustees.

Trustees Steve Woods, Library Board Chair, and Sylvia Neblett, Library Board Vice Chair, and staff persons Monica Stratton, Pang Yang, Mickey Ladich, Property Manager, and Jennifer McMaster, Ramsey County's Director of Planning and Project Management, is working with Adolfson & Peterson and HGA on the renovation project.

BOARD ACTION REQUESTED:

For information and discussion.

RAMSEY COUNTY LIBRARY - MAPLEWOOD

INTERIOR RENOVATION



COMMUNITY INVOLVEMENT THEMES

QUIET SPACES / NOISE-APPROVED SPACES

- IMPROVED ACOUSTICS
- SEPARATION OF QUIET VS. 'LOUD' SPACES
- MAINTAIN QUIET READING AREAS

ACCESS TO DAYLIGHT / VIEWS / NATURE

- MAINTAIN/INCREASE DAYLIGHTING
- MAINTAIN VIEWS TO OUTDOORS/NATURE
- UTILIZE OUTDOOR SPACE

INCREASED STUDY/MEETING SPACES

- MORE STUDY/MEETING ROOMS
- INCREASE STUDY TABLE SIZES
- MAINTAIN STUDY AREAS ADJACENT TO DAYLIGHT

FACILITY UPDATES

- IMPROVE INTERIOR LIGHTING
- 'MORE' COMFY SEATING (QUANTITY/QUALITY)
- IMPROVE INTERNET/WIFI ACCESS
- THERMAL CONTROL/COMFORT
- ACCESS TO CHARGING
- INCREASE ART / COLOR

OTHER NOTABLE TOPICS:

COFFEE/COFFEE SHOP	MAKERSPACE	ACCESS TO INFO (FREE COMPUTERS)
CHILDREN'S PLAY AREA	NEW MATERIAL/PROGRAMS	FRIENDS BOOKSTORE/STORAGE

HOW DO YOUR THOUGHTS IMPACT THIS PROJECT?

Many thoughtful responses were shared as a part of the March 2022 Community Involvement in this library.

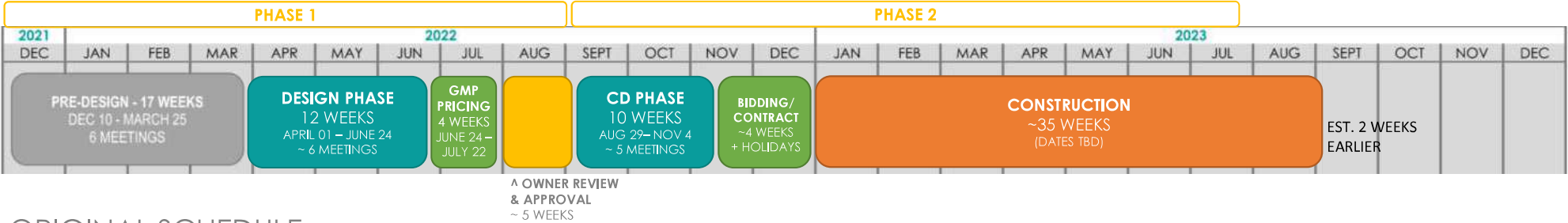
These ideas have been recorded and organized into four primary themes (listed above in colored blocks).

Your input will guide and support decisions as the renovation design continues. We thank you for your participation!

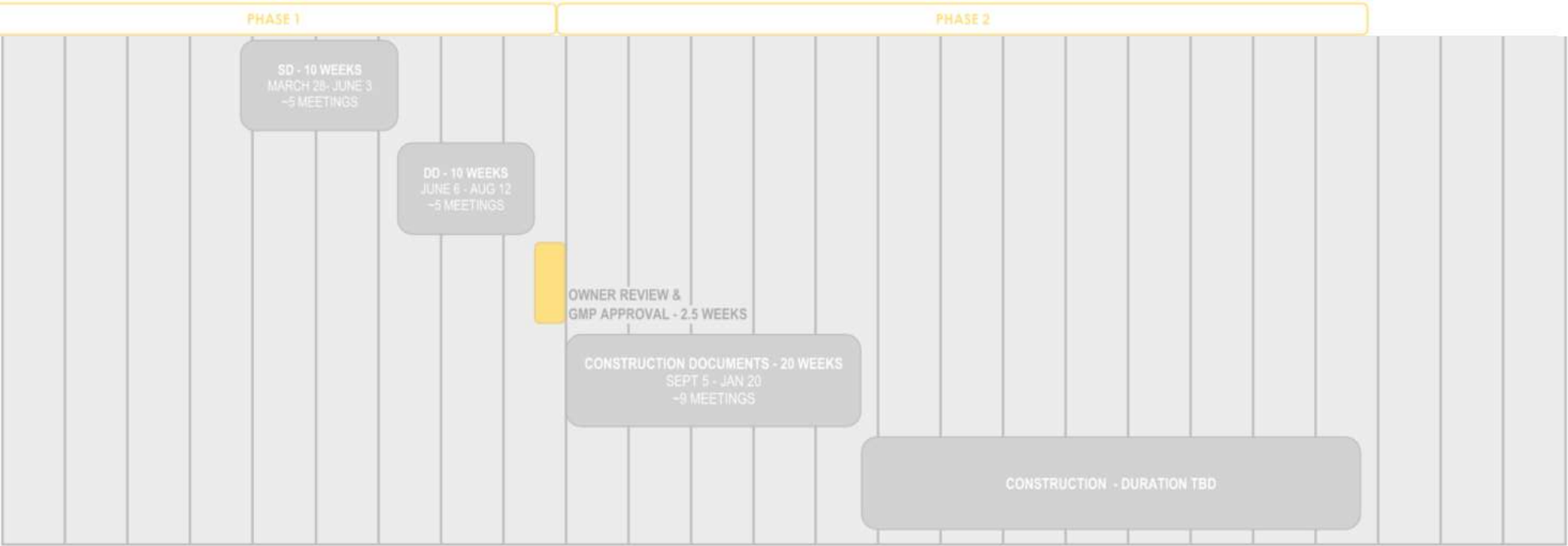
Please look for future community involvement opportunities and Ramsey County Library- Maplewood renovation project updates!

UPDATED DESIGN SCHEDULE

PROPOSED SCHEDULE



ORIGINAL SCHEDULE



Request for Library Board Action

Meeting Date

April 20, 2022

Action Requested

Information & Discussion

Presented By

Jake Grussing,
Library Director

SUBJECT:

Public Policy Review Update

BACKGROUND:

Jake Grussing, Library Director, will present an update on the public policy review process.

BOARD ACTION REQUESTED:

For information and discussion.

- March 14: Ramsey County wipes away \$415K in library late fees
StarTribune <https://www.startribune.com/ramsey-county-wipes-away-415k-in-library-late-fees/600155967/>
- April 13: MPR Libraries reexamine their role in communities through pandemic
<https://www.mprnews.org/episode/2022/04/13/libraries-reexamine-their-role-in-communities-through-pandemic>

FACEBOOK:

Ramsey County Library
March 18 at 2:45 PM · 🌐

No worries! Library staff is here to help you move on.
Browse staff picks: rclreads.org/staff-picks
Or new books: <https://bit.ly/3g5aedf>
Or bestsellers: bit.ly/35vBVx3

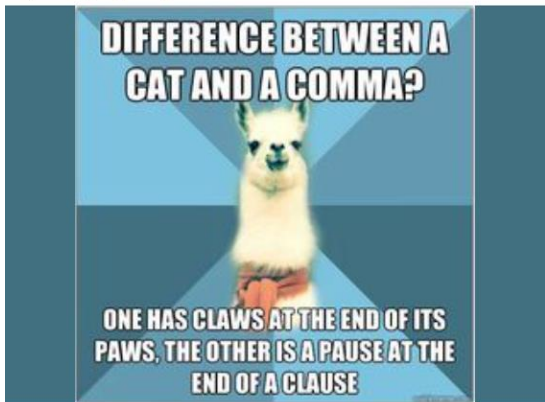
When you finish the
last book in a series.



👍❤️ 24 3 Shares

Ramsey County Library
March 21 at 4:39 PM · 🌐

Develop skills in grammar and business communication relevant to digital communication and more with the Loft. This program is funded by the Metropolitan Library Service Agency (MELSA). Register today: bit.ly/3hNAPqV



👍❤️ 12 3 Shares

Ramsey County Library
March 24 at 4:59 PM · 🌐

Starting in April, six magazines published by Dotdash Meredith will no longer have print editions. This shift is part of a broader industry trend and will not be available on Overdrive/Libby. Read more: <http://latimes.com/.../iac-will-cease-printing...>
Access these magazines through MasterFILE Complete: rclreads.org/resources-types/magazines-journals



LATIMES.COM
Entertainment Weekly, InStyle and four other Meredith magazines will cease print publications

👍❤️ 1

Ramsey County Library
March 28 at 9:04 AM · 🌐

Grammar is fun—and it's a lot easier than you think! Presented by the Loft and funded by the Metropolitan Library Service Agency (MELSA). Register today: bit.ly/3hNAPqV

👍❤️ Maiv Kaus and 9 others 1 Comment

Ramsey County Library
March 29 at 5:42 PM · 🌐

"We look forward to putting the spotlight on a new generation of talent who we know will bring their unique voices and style to the page, while also drawing inspiration from the creativity and imagination of Dr. Seuss," - Susan Brandt
<https://www.pbs.org/.../new-generation-of-rationally...>

PBS.ORG
'New generation' of racially diverse creators to write and illustrate Dr. Seuss-inspired books

👍❤️ 10

Ramsey County Library
April 8 at 4:44 PM · 🌐

"The library is a portal to knowledge, adventure, truth, and beauty. At this library I have voted, checked out books, and had engaging conversations with neighbors. I love the selection of books, magazines and other media here. There is also a lot of natural light, making it a tranquil environment. I met my wife at the library!" - Michael E.

Friends of the Ramsey County Libraries
April 8 at 1:53 PM · 🌐

New Love Your Library stories & quotes are up on our website!
"The library is a portal to knowledge, adventure, truth, and beauty. At this library I have voted... See more

RCLFRIENDS.ORG
Love Your Library Stories
We've received many wonderful and heartfelt responses to the Love Your Library campaign. Thank you! Throughout April we're sharing weekly stories and quotes from patron submissions with...

👍❤️ Ann Wahlstrom and 8 others

Ramsey County Library
Published by CoSchedule App · April 6 at 3:24 PM · 🌐

Congrats to Juniper! She completed the 1,000 Books Before Kindergarten challenge and received a free book. Learn more about the reading challenge: rdreads.org/news/1000-books-before-kindergarten

Sign up at rdreads.beanstack.org.
Or download Beanstack.
App Store: apps.apple.com/us/app/beanstack-tracker/id1360324277...
See more



3,360 People reached 659 Engagements — Distribution score [Boost post](#)

👍❤️ 210 11 Comments 8 Shares

👍 Like 💬 Comment ➦ Share

Oldest ▼

- Beth Gloppen**
Teresa Gloppen - sounds fun!
Like Reply Hide 1w
- Katie Clopper**
Congratulations to her! Beautiful coat!! Too bad she has to wear the mask, though. 😊
Like Reply Hide 1w Edited
↳ 1 Reply
- McOtis Deirdre**
Also could not be any cuter! ❤️
Like Reply Hide 1w
- Jessica Lawler**
What a little legend!!
Like Reply Hide 1w
- Anne Mulholland Johnson**
- David Briggs**
Makes my day.
Like Reply Hide 1w
- Clarissa Johnston**
So adorable!
Like Reply Hide 1w
- Lisa Edstrom**
Rock 🌟 Star! Jordan Pasqualini.. bet E could make this challenge!
Like Reply Hide 1w

Ramsey County Library
April 10 at 5:12 PM · 🌐

This week's Dial-a-Story includes "Zuri Ray Tries Ballet" by Tami Charles, "Say Hello Like This!" by Mary Murphy, "Bedtime for Sweet Creatures" by Nikki Grimes and "RoadworkBook" by Sally Sutton. Call us today to listen to them: 651-461-6164. Happy listening!

This program is funded with money from @RCLFriends.



👍 Ann Wahlstrom and 2 others 1 Comment 1 Share

👍 Like 💬 Comment ➦ Share

Oldest ▼

- Erica Johnson Riehm**
❤️ I read Roadwork to my son probably a thousand times - I think I can still recite it from memory. ❤️

Ramsey County Library
April 12 at 7:21 PM · 🌐

A Century of Civic Engagement: The League of Women Voters Minnesota Exhibition is now up at the library in Roseville. For the month of April, learn more about Minnesota's suffrage story and League of Women Voters Roseville Area history, highlighting the women who made it happen – and who continue to lead through the League of Women Voters to make democracy work for all.



👍❤️ Carol Jackson and 13 others 2 Shares

Ramsey County Library - White Bear Lake

2150 2nd St, White Bear Lake, MN

Write a review

4.4 ★★★★★ 34 reviews



GoldAndSilver PolkaDots

Local Guide · 162 reviews · 47 photos

★★★★★ 3 weeks ago NEW

Well, congrats to the library for turning the young childrens section into a reeducation camp for the radical left. I am so disappointed that we are getting politics mixed up with innocent children. The childrens section is not a place for us to solve the world's problems or educate babies on the grown up issues of our society. This is inappropriate at best, and worrisome for local parents (who pay taxes for this library). If you don't want your young children reading up on how to be a drag queen (The Hips of the Drag Queen Go Swish Swish Swish), that there are "only two races" ("black for dark skinned people and white for all others") and white people and police of either race cannot be trusted" (Something Happened in our Town), or that bunnies can also be chicks (Neither), then be sure to watch what books your kids grab because this BEAUTIFUL childrens section is actually for the grown-ups. Even as a long time volunteer for the Human Rights Campaign and advocate for equality, my jaw kept dropping at the book titles this library thinks are okay for my 3-8 year olds to read. This is more about what a child can actually conceptualize and less about the politics implied by the choice of books offered here, but there is clearly a political agenda here, which upsets me as a mom. The library should be a place to find facts and read a fun story, not be sneaking super biased view points into children's hands. Aside from the dozens of controversial adult books disguised as childrens picture books, I also found a disturbingly dreary picture book of a depressed goth girl who feels like she should be "silent". Horrific pictures in the style of Eyes Wide Shut movie which is RATED R. So very dark and disturbing. I have never seen this amount of negativity or controversial topics in a children's book section in any library or book store before. I hope the person responsible for ordering these will find a different platform for "change" and give the picture book section back to the kiddos. This used to be my favorite library with the large kids books section and lovely play area, and I still find staff to be so friendly and helpful. I think they just lost their way here. Maybe it can return with some critical thinking about what's appropriate for young children.

TWITTER:



RamseyCountyLibrary @rcireads · Mar 10

To support the county's strategic priority to facilitate access by removing barriers, Ramsey County Library will forgive existing fines and fees on adult patron accounts. Learn more: rcireads.org/news/one-time-fee-waiver-restores-patron-accounts



rcireads.org

One-time Fee Waiver Restores Patron Accounts

To support the county's strategic priority to facilitate access by removing barriers, Ramsey ...

1 4 6



Violet Fox

@violetbfox

Replying to @rcireads

You love to see it! ❤️ Thank you, Ramsey County Library!!

2:15 PM · Mar 10, 2022 · Twitter Web App

1 Like



David M. Perry @Lollardfish · Mar 15

I'm a new trustee for the @rcireads system and voted for this, proudly, and am pleased to see it in effect (and in the @StarTribune). Just get rid of late fees.



startribune.com

Ramsey County wipes away \$415K in library late fees

Many describe the fines as unwelcoming and disproportionately impacting the community's neediest families.

2 2 23



All Watched Over By Machines of Laura Jane Grace

@popeguilty

Replying to @Lollardfish @rcireads and @StarTribune

Well done!

8:49 AM · Mar 15, 2022 · Twitter Web App

1 Like



Laura Oakes @LauraWCCO · Mar 18

Why @ShelettaIsFunny is a freight train that can't be stopped, innovative thinking at @rclreads, and the fish sandwich of all fish sandwiches from @StarTribune's @SharynJackson. This week's Laura's Good News podcast is ready for your ears:



omny.fm

LGN: Sheletta Brundidge is a freight train that can't...
Laura chats with USA Today's "Woman of the Year" for Minnesota, Sheletta Brundidge about her ...

1

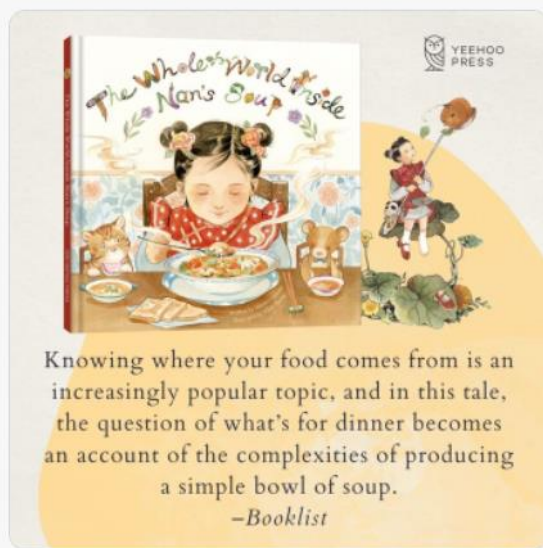
6

4



WarriorsWanted @SwordSagaPress · Mar 25

Thanks #librarians for carrying Whole World in Nan's Soup, now a finalist in the Anne Dewdney Read Together Award. Place vote by 4/4.
bit.ly/3hDS6KR @KCLibrary @jocolibrary @FPL_Library @WashCoLib @stpaullibrary @TunxisLibrary @rclreads @hclib @duluthlib @DakotaCountyMN



4



Ramsey County Library Friends @RCLFriends · Mar 28

What do you love about Ramsey County Library? Do you have a special memory or story to share? Fill out an entry form at any @rclreads location or online below by March 31 to be eligible for prizes!



rclfriends.org

Love Your Library

What do you love about your Library and the Friends of the Ramsey County Libraries? Do you have a special memory or story about an ...



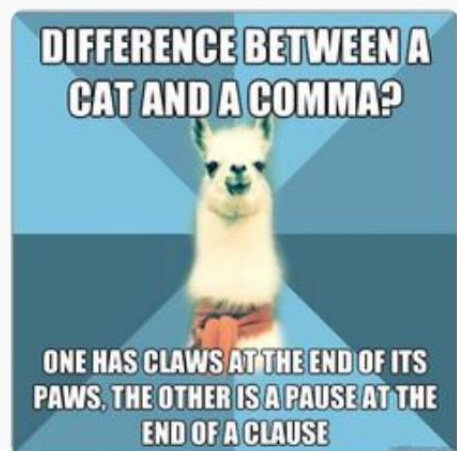
3

4



RamseyCountyLibrary @rclreads · Mar 21

Develop skills in grammar and business communication relevant to digital communication and more with the Loft. This program is funded by the Metropolitan Library Service Agency (MELSA). Register today:
bit.ly/3hNApqV



1



1



Mary A. Williams, Ph.D.
@MaryW_MN

Replying to @rclreads

Nice! For those with existing Monday night obligations, we'd love it if you can please stratify future offerings on different days of the week. Thank you!

5:10 PM · Mar 21, 2022 · Twitter for iPhone



Club Book @ClubBookMN · Mar 27

Julie Otsuka ("The Swimmers," "The Buddha In the Attic") joins @rclreads and @ClubBookMN this Wednesday (3/30 at 7 p.m. Central). Join us online via facebook.com/clubbook/live! Details: clubbook.org.



2

2



Lowertown.info @lowertowninfo · Mar 31

Get a digital library card folks. There's all kinds of doors that magic card unlocks.



RamseyCountyLibrary @rclreads · Mar 31

All library locations are closed today for staff development. Normal business hours will resume on Friday, April 1. In the meantime, the digital library is available 24/7. Browse today: rclreads.org



1





RamseyCountyLibrary @rclreads · Mar 28

Grammar is fun—and it's a lot easier than you think! Presented by the Loft and funded by the Metropolitan Library Service Agency (MELSA). Register today: bit.ly/3hNApqV



1 1 3



Metronet
@MetronetMN

Replying to @rclreads

And its, it's.

2:30 PM · Mar 28, 2022 · TweetDeck



RamseyCountyLibrary @rclreads · 15h

The seed library at RCL-White Bear Lake is open! Over 700 packets of seeds went out in March! Learn more about the seed library: wblseedlibrary.blogspot.com

1 3



Jenna Race
@Mrs_Meowmerz

Replying to @rclreads

Wait, what? A seed library 🤔🤔 can you tell me more?
I'm so interested and live right by the library 🥰

6:34 PM · Apr 14, 2022 · Twitter for Android

1 3



Tweet your reply

Reply



RamseyCountyLibrary @rclreads · 1s

Replying to @Mrs_Meowmerz

The seed library at White Bear Lake is a collection of donated seeds that patrons can pick up to grow in their gardens. It is run by volunteers at wblseedlibrary.blogspot.com.

1 3