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**Minutes of the Ramsey County Library Board of Trustees  
November 16, 2022**

**LIBRARY TRUSTEES PRESENT:**

Grace Atkins, Claire Chang, Sida Ly-Xiong, Sylvia Neblett, Andrea West, Steve Woods.

**STAFF PRESENT:**

Pang Yang, Deputy Director; Chuck Wettergren, Digital Services Manager; Maggie Soukup, Library Board Coordinator; Julie Comine, Clerk Typist.

**OTHERS:**

Victoria Reinhardt, Ramsey County Commissioner; Johanna Berg, Deputy County Manager; Antonio Montez, Racial Health Equity Administrator, Ramsey County; Mary Worley, Executive Director, Ramsey County Library Friends.

**CALL TO ORDER:**

Woods called the meeting to order at 6:30pm.

**PUBLIC COMMENT**

None.

**APPROVAL OF AGENDA**

Neblett made a motion to approve the agenda as presented. West seconded the motion, which passed unanimously.

**APPROVAL OF CONSENT AGENDA**

Neblett requested that her name be removed from the October meeting minutes as she was not present. The request was noted, and the minutes were updated.

Neblett made a motion to approve the consent agenda items, including the updated meeting minutes. West seconded the motion, which passed unanimously.

**STRATEGIC PLAN**

Atkins shared that the Strategic Planning workgroup identified 3 strategic priorities and a total of 9 sub-priorities, 3 for each priority. She explained that the workgroup is in the process of developing definitions for each sub-priority and success measures but that they were not ready in time for the November meeting packet. Atkins asked the Trustees to review the priorities and sub-priorities and provide feedback for the workgroup so a finalized document can be shared at the December meeting.

To view the entire discussion, follow this [link](#). (01:50)

**DEPUTY COUNTY MANAGER UPDATE**

Presented by Deputy County Manager Berg. Her update can be found by following this [link](#). (20:03)

### **RAMSEY COUNTY BOARD LIAISON REPORT**

Presented by Commissioner Victoria Reinhardt. Her report can be found by following this [link](#). (22:00)

### **RAMSEY COUNTY LIBRARY FRIENDS UPDATE**

Presented by Mary Worley, Executive Director. Her update can be found by following this [link](#). (22:22)

### **TRUSTEE SURVEY**

The Trustees reviewed the results from the 2022 survey. The survey was sent to the 8 individuals who served on the Library Board in 2022. The 6 members active in November 2022 responded.

The Trustees agreed that it would be helpful to review and compare past years results with the current results. Chair Woods suggested that the results from this year be included in the meeting packet next year for comparison. He added that it would be helpful for Trustees to review the survey throughout the year as a reminder of where key areas of focus should be.

To view the entire discussion, follow this [link](#). (24:40)

### **MAPLEWOOD CLOSURE UPDATE**

Yang shared that a preferred satellite site at the Maplewood Mall is going to the County Board for approval next week and the location will be disclosed tomorrow in the County Board meeting packet. The alternate site will provide limited library services for patrons and will be opening mid- January. In addition to the satellite site, North St. Paul and White Bear Lake will be extending building hours for patrons.

Beginning December 5, services at Maplewood will become limited and additional communication efforts to patrons and visitors will begin. The Ramsey County Communications team is working on signage, social media, etc. for broader message to the county and the library will connect directly via email with patrons about the service updates and changes.

### **PERFORMANCE MEASURES**

During the October 25 between Trustees and the Ramsey County Board the group discussed about what should be measured/monitored throughout the year to better support the upcoming strategic plan. Antonio Montez helped facilitate a discussion with the Trustees about what reports, metrics, and measures are helpful during the monthly meetings and what reports, metrics and measures do not add value to the discussion. The Trustees also discussed what they'd like to see at future meetings.

To view the entire discussion, follow this [link](#). (53:40)

### **ADJOURNMENT:**

Neblett made a motion to adjourn the meeting at 8:31pm. Chang seconded the motion, which was approved unanimously.