

Ramsey County Library Advisory Board
October 18, 2023
4560 Victoria Street North Shoreview, MN – 6:30 PM

- I. Call to Order**
- II. Approvals**
 - a. October Agenda
 - b. June 21, 2023 Meeting Minutes
- III. Presentations: Alignment of Library Communications with Digital First Approach Across County – Rose Lindsay, Communications and Public Relations Director and Pa Na Lor, Communications Associate Libraries**
- IV. Updates**
 - a. Deputy County Manager Update – Johanna Berg
 - b. Ramsey County Board Liaison Report – Commissioner Victoria Reinhardt
 - c. Ramsey County Libraries Deputy Director Report – Pang Yang
 - d. Ramsey County Library Friends Update – Mary Flynn Worley
- V. Subcommittee Reports**
 - a. By-laws and Policies
 - b. Community Engagement
- VI. Next Steps Discussion**
- VII. Adjournment**

Library Board

Grace Atkins, Chair
Stephen Fitze, Vice Chair
Jason Isaacson
Marissa Kirby-Stofferahn
Kami Miller
Andrea West, Secretary
Dawne Brown White

Ramsey County Board Liaison
Commissioner Victoria Reinhardt

Minutes of the Ramsey County Library Board of Trustees
June 21, 2023

LIBRARY TRUSTEES PRESENT:

Grace Atkins, Marissa Kirby-Stofferahn, Kami Miller, Andrea West, Dawne Brown White.

STAFF PRESENT:

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

OTHERS:

Victoria Reinhardt, Ramsey County Commissioner; Johanna Berg, Deputy County Manager; Mary Worley, Executive Director of Ramsey County Library Friends; Ling Becker, Director of Ramsey County Workforce Solutions.

CALL TO ORDER:

Atkins called the meeting to order at 6:30 p.m.

ADVISORY STATUS UPDATE:

Deputy County Manager Berg gave an update on the Library Board transition to an advisory board. She shared that the County Board voted at the June 20 board meeting to approve the transition and that the County Manager's office would be filing the paperwork with the state later this week. Berg reiterated that the transition would better align the Library department practices with other countywide practices.

SUBCOMMITTEES ASSIGNMENTS:

Chair Atkins reminded the board that there are two subcommittees being formed (Bylaws/Policies and Community Engagement) and that most of the board members have already identified what subcommittee they would like to be part of. They will reach out to those board members who have not yet been assigned a subcommittee in the next few days.

SUMMER WORKING MEETINGS:

Chair Atkins shared that the July board meeting will be a workshop with the primary focus on building a better understanding of the Library Advisory Board's new role and that the August board meeting will likely focus on subcommittee work. They will share more information closer to the upcoming meeting dates.

PUBLIC COMMENT:

To view public comments made by Susan Johnson and Les Sipkma, Ramsey County residents and Lynn Belgea, Ramsey County Library Friends board member, follow this [link](#). (08:45)

APPROVALS:

June Agenda

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

April Meeting Minutes

Kirby-Stofferahn made a motion to approve the May meeting minutes as presented. Brown White seconded the motion, which passed unanimously.

LIBRARY SHARECASE: Better know a library

To hear the Trustees interactions with the Ramsey County Libraries, follow this [link](#). (20:43)

PRESENTATIONS:**Digital Equity**

Ling Becker, Director of Ramsey County Workforce Solutions, gave an update on the progress that is being made around digital equity throughout the County. To view her presentation and the follow up discussion, follow this [link](#). (22:22)

Digital Learning Lab Project Charter

Chuck Wettergren, Ramsey County Libraries Digital Services Manager, presented the Digital Learning Lab project charter to the board. He asked for board members feedback and suggestions on the charter. To view the presentation, follow this [link](#). (56:50)

RAMSEY COUNTY BOARD LIASON REPORT:

Presented by Commissioner Reinhardt. The report can be viewed by following this [link](#). (01:14:15)

RAMSEY COUNTY LIBRARIES DEPUTY DIRECTOR UPDATE:

Presented by Deputy Director Yang. Her update can be viewed by following this [link](#). (01:20:30)

RAMSEY COUNTY LIBRARY FRIENDS LIASON UPDATE:

Mary Flynn Worley, Executive Director of the Ramsey County Library Friends, gave an update on the board. Her update can be viewed by following this [link](#). (01:26:38)

FUTURE MEETING TOPICS

Atkins shared that during the July and August board members will focus their attention on committee work and that guest presentations to the board will be put on hold. They explained that the committees will work in connection with County leadership as well as the library staff to move committee work forward over the next few months.

ADJOURNMENT:

Atkins asked for a motion to adjourn. Kirby-Stofferahn made the motion to adjourn the meeting at 8:05 p.m. West seconded the motion, which passed unanimously.

2023-2025 Ramsey County Library Strategic Priorities

Priority 1: Extending our welcome						
We strive to grow welcoming spaces, to be more anti-racist, equitable, responsive, and effective for all communities.						
Sub Priority 1.A		Sub Priority 1.B		Sub Priority 1.C		
Sub priority	Amplify the voices of communities that have been marginalized		Empower staff and strengthen customer service		Diversify workforce	
	We recognize the strength of community perspectives and community partners. By engaging with community members who have not traditionally had a seat at the table, we will contribute to the growth, advancement, and prosperity of Ramsey County.		We create supportive spaces and responsible environments that are radically welcoming to staff of all backgrounds and identities, and disenfranchised communities. We commit to providing a reflective, proactive, and responsive approach to Ramsey County residents, library users, and to our communities.		We develop a team that reflects the community, meets the needs of evolving demographics, and is diverse in thought, race, gender, language, and ability.	
	We recognize there are communities that have been marginalized due to structures and systems that makes access and participation difficult. This priority is about centering perspectives of those historically marginalized.		This priority is about tapping into and supporting staff to serve the diverse communities of Ramsey County.		To ensure a welcoming space for residents and to meet the needs of a dynamic and changing population, we need staff who reflect our communities. This priority specifically focuses on developing a team reflective of communities that have been disenfranchised or have experienced mistrust with institutions that prevent them from using resources.	
Context						

Priority 2: Growing our partnerships and community presence					
We will be deliberate in igniting our communities and forging partnerships to maximize positive impact.					
Sub Priority 2.A		Sub Priority 2.B		Sub Priority 2.C	
Sub priority	Learn from current partnerships to build new ones	Co-create library programs and services with partners in a continuous feedback loop		Create programs that bring libraries to community and community to libraries	
	Description	We leverage the strengths of our current relationships to develop new ones with perspectives that are currently not present. We rethink how we deliver services and invest in our communities to reach all of Ramsey County.	We approach decision making in partnership with community organizations and members.		We work towards the destruction of obstacles and barriers to library services and resources, physical and intangible.
		Context	We recognize an array of partnerships already exist and have proficient processes in place to strengthen growth. This knowledge should also be used to nurture partnerships with organizations that are underutilized.	Library services and resources should involve resident voice with equal membership at the table. This priority is about ensuring that in the life cycle of decision making, residents and partners are kept in constant communication and are a part of decision making.	

Priority 3: Building resources to create positive change							
We will build our services, programs, spaces, technology, and collections to reflect the needs of the residents we serve, and to celebrate diverse cultures across our communities.							
Sub Priority 3.A		Sub Priority 3.B		Sub Priority 3.C			
Sub priority	Invest in our youth through responsive programming		Reflect the interests and needs of the communities that have been most marginalized		Provide dynamic spaces and opportunities that bring people together		
	Description	We foster an environment where youth and families supporting youth feel valued and able to contribute.		We provide resources where all residents not only survive, but also thrive. We connect residents to opportunities to advance and access the highest level of health and well-being.		We create environments residents can physically access, intellectually identify with, and emotionally engage in. These environments will meet varying needs as well as celebrate community and connect people.	
		Context	School readiness, literacy, and social-emotional development are all instrumental to the growth of young people. This priority is about creating opportunities for young people to prosper.		We recognize there are communities that have been marginalized due to structures and systems that makes access and participation difficult. This priority is about the development of programs and services centering those historically marginalized		Libraries are one of the few spaces that residents can occupy without having to make purchases or adopt certain beliefs. In addition to free spaces for residents, libraries have an opportunity to connect people to people, and to their community.

Strategic *Priorities*

2023-2025

Extending our *welcome*.

We strive to grow welcoming spaces, to be more anti-racist, equitable, responsive and effective for all communities.

Growing our *partnerships* and *community presence*.

We will be deliberate in igniting our communities and forging partnerships to maximize positive impact.

Building resources to create *positive change*.

We will build our services, programs, spaces, technology, and collections to reflect the needs of the residents we serve, and to celebrate diverse cultures across our communities.



Learn more:
rclreads.org/Planning

Dear Friend,

We are so grateful for your generosity and pleased to share the 2022 Ramsey County Library Friends Impact Report for your review.

One new initiative developed in February of 2022 was the *Love Your Library* campaign which was designed to engage our community members in a new way and to generate stories about what they value about Ramsey County Library and/or the Friends. One of the goals of the *Love your Library* campaign was to gather comments of appreciation to share with the Library staff who worked diligently to serve the public during the COVID-19 pandemic. Additionally, we hoped that engaging the community directly would help us build greater awareness of the Friends organization and generate a quote and story bank to use for future advocacy, friend-raising, and fundraising which in turn would enable us to increase our support of Ramsey County Library.

We asked Friends members and Library patrons what they value about their local library - we had no idea what response this campaign would have, as we had never engaged in this type of activity. We were overwhelmed to receive over 400 submissions from library lovers of all ages and backgrounds with many very heartwarming and impactful stories - some of which can be found on our website at rclfriends.org.

In addition, the MN Association of Library Friends awarded the Friends the Evy Nordley Second Place Prize for the *Love your Library* campaign for developing an innovative and replicable project that could be used by other Friends groups throughout Minnesota.

Thank you for your generous support of the Ramsey County Library Friends and for sharing why you *Love your Library*.

In gratitude,



Mary Flynn Worley
Executive Director



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WITH GRATITUDE

Our mission at the Friends is to strengthen, support and advocate for the Ramsey County Library (RCL) system in order to enrich the lives of our library users, to promote literacy and education, and to foster community. We have been steadfast in this mission since 1979 but in 2022 we did it under our new name, Ramsey County Library Friends. Over the years, donations from members, capital campaigns, and special fundraising events have totaled more than \$4,000,000 to enhance RCL spaces, collections, and experiences of library users.

In 2022, the Friends annual grant of \$130,000 provided extra resources and experiences for library users of all ages and from all corners of our community. As the needs of our population change, RCL is responding and the Friends are pleased to support these efforts. Funds from the 2022 annual grant funded innovative programs geared toward increasing access to library materials at partner locations throughout our area, supported "pop-up" libraries and translation services for the new Library Guide. The Friends also continued to provide funding for library collections and much loved opportunities such as the Summer Reading Program, 100 Books Before Graduation, homework assistance, digital literacy classes, and Tuesdays with a Scholar Series.

Providing special occasions for Friends members to gather and celebrate learning, the library, and community was a renewed focus in 2022. Under the leadership of our Director, Mary Worley, the Friends hosted new events, Family Fun Day and the State of the Friends, to great attendance and enjoyment. We were also able to get back to our valued Author Talks and Book Sale events.

In 2022, the Friends received two substantial gifts resulting from the Friends Legacy Circle. This special way to make meaningful donations to the Friends originated with former Friends Executive Director Sue Gehrz, and was carried forward by the Friends Development Committee led by Kate Huebsch. The estate of Eileen Adams donated an undesignated \$300,000 gift and the Ronald Varns estate donation totaled over \$2,000,000 to be used for the betterment of the Mounds View Library. We look forward to working with RCL to see that the dreams of these Legacy Circle donors are fulfilled.

Thank you to our Signature Sponsor, Northeast Bank, and all of the Friends members, sponsors, donors, and volunteers for your support. We love our libraries, and we look forward to continuing our work enhancing the lives of library users.

Sincerely,
Valerie Wise
President

**WE LOVE OUR
VOLUNTEERS!
THANK YOU!**



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FRIENDS 2022 IMPACT REPORT

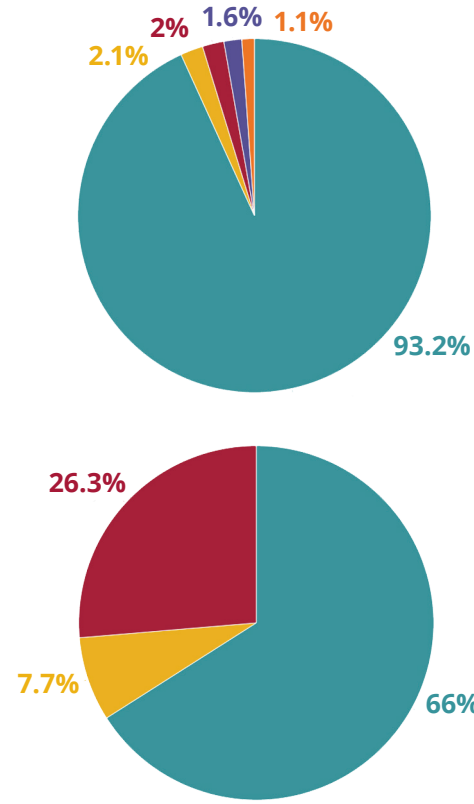

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RAMSEY COUNTY LIBRARY
FRIENDS

FRIENDS 2022 FINANCIAL SUMMARY



2022 INCOME & EXPENSES

REVENUE

Contributions, gifts and grants	\$2,665,904*
Book Sales	\$59,173
Membership Dues	\$56,424
Special Events	\$46,763
Investment Income	\$32,704

Total Revenue \$2,860,968

*Please contact friends@rcflfriends.org to receive a listing of all 2022 donors and sponsors.

EXPENSES

Library Programs	\$226,205
Fundraising	\$26,337
Administrative	\$90,297

Total Expenses \$342,839

STATEMENT OF FINANCIAL POSITION December 31, 2022

2022 ASSETS

CURRENT ASSETS	
Cash and cash equivalents	\$1,304,301
Total Current Assets	\$1,304,301

PROPERTY & EQUIPMENT	
Furniture and equipment	\$45,972
Less: Accumulated Depreciation	\$41,484
Total Property and Equipment	\$4,488

OTHER ASSETS	
Investments	\$2,318,626

TOTAL ASSETS \$3,627,415

2022 LIABILITIES & NET ASSETS

CURRENT LIABILITIES	
Sales Tax Payable	\$1,008
Accrued Payroll	\$15,833
Total Current Liabilities	\$16,841

NET ASSETS	
Without Donor Restrictions	
Board designated endowment	\$350,243
Undesignated	\$466,648

With Donor Restrictions	
Time and purpose restricted	\$2,423,683
Perpetual in nature	\$370,000

Total Net Assets \$3,610,574

TOTAL LIABILITIES & NET ASSETS \$3,627,415



LIBRARY COLLECTIONS

\$59,000 Print and Digital Resources

SUMMER READING

\$22,000 Children's Program

\$16,000 Teen Program

PROGRAMS + SUPPLIES

\$10,000 Children's Programs

\$10,000 Teen Programs

\$1,000 Adult Programs

INCLUSION + OUTREACH

\$5,000 Translation Services

\$3,000 Outreach Services
Take Me Home Project

ADMINISTRATION

\$1,500 Library Communication

\$2,500 Employee Development



\$130,000

IN 2022, YOUR GENEROSITY FUNDED \$130,000 IN GRANTS FOR RAMSEY COUNTY LIBRARY. THANK YOU!

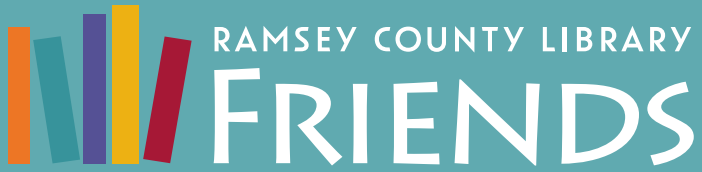
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STAFF

Mary Flynn Worley
Executive Director

Caitlin Carroll
Events & Communications Manager

Shayne Miller
Office & Retail Sales Manager

FRIENDS 2022 PROGRAM GRANTS



THANK YOU

The Ramsey County Library Friends exists to support Ramsey County Library to improve the collections, increase learning, and expand access. Many of the programs, books, equipment, and amenities at Ramsey County Library locations in Maplewood, Mounds View, New Brighton, North St. Paul, Roseville, Shoreview and White Bear Lake, and online have been made possible by generous donations from the following businesses, community organizations, foundations, and individuals. We thank you all.

FRIENDS 2022
DONORS & SPONSORS



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\$10,000+

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Northeast Bank – *2022 Signature Sponsor*

\$1,000-\$4,999

Saint Paul and Minnesota Foundation
Guy Nelson Real Estate – *State of the Friends Sponsor*

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MN Association of Library Friends

\$100-\$499

Kesti/May Family Fund

GIFTS IN KIND

\$10,000+

Saint Paul Pioneer Press – *Online Auction Sponsor*

\$1,000+

Cotroneo's Wine, Spirits & Beer – *State of the Friends Sponsor*
Fair State Brewing – *Books & Brews Sponsor*

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