

**Ramsey County Library Advisory Board Meeting**  
**February 21, 2024**  
**Ramsey County Shoreview Library**  
**4650 North Victoria Street, Shoreview, MN 55126**

**LIBRARY ADVISORY BOARD PRESENT:** Molly Jansen, Marissa Kirby-Stofferahn, Kami Miller, Andrea West, Dawne Brown-White.

**STAFF PRESENT:** Pang Yang, Library Deputy Director; Monica Stratton, Maplewood Branch Manager; Maggie Soukup, Library Board Coordinator.

**OTHERS PRESENT:** Kari Collins, Interim Deputy County Manager of Economic Growth and Community Investment.

**CALL TO ORDER**

Kirby-Stofferahn called the meeting to order at 6:33 p.m.

**ACTIONS ITEMS**

**Approval of the February 21 meeting agenda**

Jansen made a motion to approve the agenda as presented. Miller seconded the motion, which passed unanimously.

**Approval of the January 17 meeting minutes**

Miller made a motion to approve the January 17 meeting minutes as presented. Jansen seconded the motion, which passed unanimously.

**DISCUSSION ITEMS**

**DEPUTY COUNTY MANAGER UPDATE**

Collins shared that the Library Director position had been posted and will remain open through the end of the week. She explained that they intend to start the interview process in early April. The interview process will consist of two interviews: one technical panel interview and a second panel interview with County management. Collins will update the board once a timeline has been finalized.

Collins also shared that the County is in the second year of a two-year budget cycle. She explained that this year the focus will be on performance measures, and that she will likely be bringing more updates on the library performance measures to future meetings.

**DEPUTY LIBRARY DIRECTOR UPDATE**

Yang shared an update on the threatening calls that other libraries in the state were receiving last month. She explained that Ramsey County had not received any calls and that the authorities had deemed the calls not creditable. Yang reiterated that the calls were still taken seriously and that she had worked with all the branch managers to ensure staff felt safe and were all aware of what to do should a branch receive a call.

Yang also reminded the group that the Library Legislative Day is scheduled for Monday, February 26. Any board members that are available to join her should reach out directly to her for more information.

### **FRIENDS UPDATE**

Miller shared that the Friends had recently approved the annual \$130,000 gift to the Ramsey County Libraries and the gift is expected to be accepted at the March 4 County Board meeting. She also explained that Executive Director, Mary Worley, had submitted her resignation. Her last day is February 29.

### **CULTURE TRANSFORMATION PROJECT CHARTER**

Monica Stratton, Maplewood branch manager and member of the Culture Transformation Core Team, gave an update on the Culture Transformation project. She explained that the goal of the project is to identify ways to better support the racially and ethnically diverse staff and create a more welcoming and inclusive staff to serve the diverse population of patrons that visit the library. Stratton shared that the library has partnered with the Center for Economic Inclusion (CEI) to move this work forward and with their help the group has identified key areas that staff will focus on over the new few months. The 4 areas include: expanding opportunities through mentorship and investing in career development, developing a new system for reporting/responding to racialized incidents and training staff on the process, partnering with HR and the Union to remove barriers in the hiring process, and developing programs that appeal to/are developed by and led by BIPOC staff. Staff leads for each area have been identified and work is already in progress. Stratton explained that the group and project leads will be giving an update on their progress during the staff Inservice day in April.

### **2024 LIBRARY BOARD MEETING LOCATIONS**

West made a motion to approve the meeting locations as presented. Jansen seconded the motion, which was passed unanimously. Soukup will add the meeting dates and locations to calendar invites and send them out to all board members later this week.

### **2024 CLOSURE CALENDAR**

Yang shared that there was a change made to 2024 library calendar. The fall Staff Inservice Day has been moved to Monday, October 7, 2024, to accommodate early voting taking place across the County.

### **ART POLICY and EXHIBIT AND DISPLAY POLICY**

Yang shared both the art policy and the exhibit/display policy. She explained that the policies were due for updating and that Shoreview branch manager Erica Redden was seeking feedback and input on the two policies. All comments and feedback from board members was recorded and will be shared with Redden. The final policies will be shared with the board once they are published.

### **FUTURE MEETING TOPICS**

Future meeting topics suggested by the group:

- Polling place recap/ elections updates
- MELSA presentation
- Branch updates
- Frontline staff updates
- Public comments/library board accessibility

**ADJOURN**

Jansen made a motion to adjourn the meeting at 7:56 p.m. West seconded the motion, which passed unanimously.