

**Ramsey County Library Advisory Board Meeting
April 16, 2025
Ramsey County Library – Roseville
2180 North Hamline Ave, Roseville, MN 55113**

LIBRARY ADVISORY BOARD PRESENT: Sandy Doubek, Molly Jansen, Marissa Kirby-Stofferahn, Alex Kovarik, and Andrea West

NOT PRESENT: Dawne Brown- White and Kami Miller

STAFF PRESENT: Jeff Eide, Branch Manager; Mickey Ladich, Property Management; Ray Lockman, Library Deputy Director; Kimberly Piermantier, Senior Property Management; Lola Ryan, Library Board Coordinator; Chuck Wettergren, Digital Services Manager; and Pang Yang, Library Director

CALL TO ORDER

Kirby-Stofferahn called the meeting to order at 6:30 p.m.

ACTION ITEMS

Approval of the April Meeting Agenda

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

Approval of the 2025 March Meeting Minutes

Doubek made a motion to approve the March 19 meeting minutes. Jansen seconded the motion, which passed unanimously.

Acknowledgement of the 2025 Library Donations

All donations under \$5,000.00 donated to the library come to the Library Advisory Board for acknowledgement. Donations over \$5,000.00 are accepted by the County Board on behalf of the libraries. The library had received several year-end donations, and the board reviewed and acknowledged the donations. Doubek made a motion to acknowledge the donations to the Ramsey County Libraries as presented. West seconded the motion, which passed unanimously.

Recommendation to Sign and Submit the 2024 Minnesota Public Library Annual Report Approval Form

Jansen made a motion to recommend the Library Board Chair and Library Director to sign and submit the 2024 Minnesota Public Library Annual Report Approval form. Kovarik seconded the motion, which passed unanimously.

Authorization to Sign the Gold Card Certificates

Jansen made a motion to authorize the Library Director and Library Board Chair to sign the Gold Card certificates. West seconded the motion, which passed unanimously.

Approval of the 2025 Meeting Cancellations

Kirby-Stofferahn made a motion to cancel the June, August, and December meetings. West seconded the motion, which passed unanimously.

DISCUSSION ITEMS

Facilities Overview

Mickey Ladich of Ramsey County Property Management presented an overview to the Library Advisory Board on the management of library facilities. The presentation focused all Ramsey County Library locations including Maplewood, Mounds View, New Brighton, North St. Paul, Roseville, Shoreview, and White Bear Lake. He provided a high-level look at the current condition of each facility, including square footage, amenities, and past, present, and future projects.

Ladich highlighted Property Management's mission to provide welcoming and accessible facilities through efficient and effective operations. He emphasized the department's commitment to service and safety, as well as its alignment with Ramsey County's core values: People, Integrity, Community, Leadership, and Equity.

The Property Management Libraries Team includes six staff members: two Janitor/Building Guards, one Maintenance Mechanic 2, one Maintenance Mechanic 1, one Maintenance Mechanical Manager, and one Building Services Manager. The team delivers both direct and indirect services for building operations, recommends capital investments, and implements infrastructure improvements to enhance the experience of all who use county library facilities.

Annual Report to the State

Jeff Eide, Senior Library Branch Manager, presented to the Library Advisory Board a highlight of Ramsey County Library's performance and comparison data. The presentation covered key trends over the past seven years, including material usage by type, circulation by item category, and various per capita measures from 2023—such as operating revenue per person, collection spending per person, circulation per person, visits per person, and program attendance per person. The presentation also included data on how often the collection is used, circulation per staff member, and use of space measured by circulation and visits per square foot.

Eide shared the 2024 Collection Code Summary, which provides system-wide data on library holdings, circulation, and annual collection turnover. In addition, he reviewed the Annual Report submitted to the Minnesota Department of Education's State Library Services. This statewide report, due by April 1 each year, collects information about library usage, staffing, and collections to support planning and service improvements across Minnesota libraries. Once reviewed, the report will be available online at Minnesota Department of Education's website: education.mn.gov.

Award Library Gold Cards

Gold Cards are awarded to retirees, volunteers, and individuals whose efforts have significantly enhanced library services and patron experiences. Library Director Pang Yang recognized six 2025 retirees with Gold Cards in appreciation of their valuable contributions to the Ramsey County Libraries.

Library Director's Report

Library Director Pang Yang provided the April staff update and shared several key developments with the Library Advisory Board. On April 10, all Ramsey County Library locations were closed for In-Service Day, allowing staff to participate in team development and culture transformation training.

Yang also provided an update on capital improvement efforts. Ramsey County Library submitted a \$4 million funding request to the Capital Improvement Program's Citizens' Advisory Committee for the renovation of the Mounds View Library. The proposed improvements include expanding square footage, enhancing the facility layout, improving ADA accessibility, and updating the children's area.

In addition, she informed the Library Advisory Board about recent national developments affecting libraries. A presidential executive order issued in March proposed the elimination of the Institute of Museum and Library Services (IMLS), which provides key funding to libraries through programs such as the Library Services and Technology Act (LSTA). While Ramsey County Library is not a current grant recipient, past IMLS and LSTA funds have supported initiatives including Pop-Up Libraries programs in 2020, STEAM Kits in 2019, and Digital Storytelling programs in 2018. The American Library Association has issued a statement and compiled a FAQ for those interested in learning more or taking action. Lastly, all Ramsey County Library locations will be closed on Monday, May 26, 2025, in observance of Memorial Day.

ADJOURN

Kirby-Stofferahn made a motion to adjourn the meeting at 7:58 p.m. Kovarik seconded the motion, which passed unanimously.