



# City of Northfield

City Hall  
801 Washington Street  
Northfield, MN 55057  
northfieldmn.gov

## Meeting Minutes - Final Library Board

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Wednesday, April 10, 2024

6:00 PM

Library Meeting Room

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1. 2024 State of the City.

**Attachments:** [1 - 2024 State of the City address](#)  
[2 - 2024 State of the City Program](#)

### CALL TO ORDER AND ROLL CALL

*Others present: Gary Meissler(FNPL), Natalie Draper(Staff Liaison), Karin Bartlett(Clerical Liaison)  
Flannery left meeting 6:45 p.m.*

**6:00 Board Members assembled for a website picture with City of Northfield Communication Specialist Kara Trygestad.**

**6:04-Meeting called to order by Chair Turek**

**Present:** 8 - Board Member Mason Randall, Chair Laura Turek, Board Member Pam Charlton, Vice Chair Kate Carlson, Board Member Sonia Brunelle, Board Member Anna Runestad, Board Member Will Flannery and Board Member Tara Alaniz

**Absent:** 1 - Board Member Jane Moore

### APPROVAL OF AGENDA

**Motion was made by Carlson, seconded by Randall to approve the April 10, 2024 Meeting Agenda. The motion passed by the following vote:**

**Yes:** 8 - Board Member Randall, Chair Turek, Board Member Charlton, Vice Chair Carlson, Board Member Brunelle, Board Member Runestad, Board Member Flannery and Board Member Alaniz

### APPROVAL OF MINUTES

**Motion was made by Carlson, seconded by Randall to approve the March 13, 2024 Draft Minutes. The motion passed by the following vote.**

**Yes:** 8 - Board Member Randall, Chair Turek, Board Member Charlton, Vice Chair Carlson, Board Member Brunelle, Board Member Runestad, Board Member Flannery and Board Member Alaniz

2. Library Board Draft Minutes March 13, 2024

**Attachments:** [Library Board MeetingMinutes Draft March 13, 2024](#)

## PRESENTATIONS

*No Presentations*

## REGULAR AGENDA

*Proposed change to the meeting schedule. Full Board Meetings would be held on even months and ad hoc and focus groups comprised of 2-3 members would be held on odd months with staff and student members included. Topics for small committee work include updating the library policy, strategic plan, advocacy, award and grant funding and gift funds. All meetings and subcommittees on current schedule.*

*Circulation 2023- SELCO dropped Libby magazines, impacting Nfld. J circ is down, even with e-circ. Easy Reader was the most significant drop, maybe pandemic change. The library now social hub, positively voiced by teens. Children's programming remains the same. Consider marketing to early elementary/middle school parents. Collection development, shelf placement and Easy Reader bundles to improve circulation. Reach parents at conferences, Nfld Dance Academy or other downtown activity spots; school provided Kid Ventures has no library access.*

4. Library Annual Report Data.

**Attachments:** [circulation data 22-23](#)

3. Proposed Changes to Library Board Schedule.

## PUBLIC COMMENT

*No Public Comment*

## STAFF UPDATES

*Alexus, Tyler and Cat attended PLA, partially funded by the FFNPL. Statistics not included in packet.; brainstormed with board for a better way to present data. Include age, borrower type, material type, collection use. Find a way to get data on usage trends, then try test changes per month to track.*

5. Library Strategic Plan Update.

**Attachments:** [March 24 Strategic Plan Update](#)

## BOARD MEMBER AND COMMISSIONER REPORTS

*FFNPL- Meissler- Met April 8. Discussed outdoor strategic plan and 10x10 estimates. Developed vision for community input on key topics recycling water on site, concrete and window heat sinks, natural shade, accessibility, sustainable footprint and usable outdoor space.*

*SELCO- Carlson- Cut staff position to adjust budget to fund new ILS. Several new legislative bills that would affect libraries, topics include book bans and education requirements for higher level staff.*

*School Board-Carlson- Make a point to tour the current HS to be informed for the November Bond Referendum. Voting is very important, with early voting open in Sept. NPS website has link to tours both physical and virtual.*

## ADJOURNMENT

**7:30-Motion by Randall, seconded by Runestad to adjourn the meeting. The motion passed by the following vote:**

**Yes:** 7 - Board Member Randall, Chair Turek, Board Member Charlton, Vice Chair Carlson, Board Member Brunelle, Board Member Runestad and Board Member Alaniz

**Not Present:** 1 - Board Member Flannery