



Northfield Library Board

MEETING MINUTES RECORD

Meeting: Regular Library Board Meeting

Date: Mar. 14, 2018

Location: Northfield Public Library

Start time: 7:00 p.m.

Bunday Meeting Room

Adjourn time: 8:20 p.m.

Members present: Tammy Hayes, Sarah Weeks, Jane McWilliams, Audrey Battiste, Teagan Watkins, Neina Abdulai, Clarice Grabau, Maggie Epstein, Ryan Redetzke, Brad Schaffner

Members absent: Samuel Demas, Liz Reppe

Others present: Teresa Jensen (Staff Liaison), Becky Novotny (Clerical Liaison), Bill North (FFOL) Alyssa Melby (Arts & Culture Commission & Rotary), Jean Wakely (Rotary)

1. Call to Order	The meeting was called to order at 7:00 p.m. by Chair S. Weeks.	
2. Approval of agenda for Wednesday Mar. 14, 2018	S. Weeks noted that the approval of the minutes should be for Feb. 14 not Jan. 10 as listed on the agenda.	Motion: A. Battiste Second: B. Schaffner Meeting agenda as amended for Wednesday, Mar. 14, 2018 approved via consent.
3. Approval of minutes from Wednesday, Feb. 14, 2018		Meeting minutes from Wednesday, Feb. 14, 2018 approved via consent.
4. Public Comment	No public comment.	
5. Visit from Alyssa Melby (Arts & Culture Commission)	S. Weeks introduced the chair of the ACC, Alyssa Melby. The ACC is working on the following goals this year: 1. To pass a 1% funding level for the arts ordinance at the city level. This would help to ensure some sustainable funding for public art and art in public spaces. They have a subcommittee looking into what a 1% for the arts ordinance looks like in other cities. They are also working on a draft of the language that would go in the ordinance. The 1% comes from capital construction projects and bonds that do not have restrictions on them to have their money used for public arts. 2. They are working to develop a cultural plan. 3. Working to make sure that what they are working on is directly impacting and supporting the city's strategic plan. 4. Working on developing an arts corridor or gateway corridor. This includes the sculpture pads that are at the intersection of highway 3 and Third street. They are also thinking about the construction of the fire station and tying that together with highway 3 from Second street all the way down to Fifth street. The ACC also oversees a number of initiatives. They are currently working on the Sidewalk Poetry contest. The ACC helps coordinate the Living Treasure award, which this year was awarded to Judy Code. The ACC has also been a partner with St. Olaf and Carleton Colleges in the planning of The Northfield Experience with director/choreographer Stephan Koplowitz. This will be happening on the first weekend in May, 2018. The ACC also oversees Art in City Hall which features art from local community members and youth. The ACC also partners with the Northfield Public Schools to fund and guide the Young Sculptors Project. This project allows a group of high school art students to work with a local artist to create a sculpture that is displayed on a base in front of the library on Division	

	Street. There will be another sculpture put together to replace the current sculpture, <i>Rain on Mars</i> , in May 2018.	
6. Visit from Rotary Club Representative	A. Melby also represented the Northfield Rotary International. Northfield is known as one of the musical clubs, so they often have music at their meetings. They meet every Thursday at noon at the United Methodist Church. Some of the large international goals for Rotary include: clean water access, maternal health care, literacy, ending polio, and youth exchange. The Jesse James Bike Tour and the Turkey Trot are their two big fundraisers. They have a literacy committee that puts boxes in the elementary schools to collect books which are delivered to the NCRC for redistribution. They have 144 members. S. Weeks asked what Rotary looks at in terms of providing a grant. T. Jensen said education. A. Melby said they like to keep them community based. J. Wakely, current president of the Northfield Rotary came later, and added that literacy and youth exchange are the big focus of Rotary. Chris Weber is Rotary's Literacy Committee leader. He is in charge of making the wood boxes that go into the schools and the YMCA for collecting books to be redistributed. Right now the youth exchange has 5 inbound students visiting Northfield from around the world. There are 15 students that are from Northfield that are out in other countries. Next year they will have 6 inbound students and 20 outbound students. Northfield has the biggest exchange program in the world. Rotary also works to eradicate polio. They will have a private showing of the movie <i>Breathe</i> on March 24 at Cannon Valley Cinema. It is about Robin Cavendish who contracted polio in 1958 at the age of 28.	
7. Reports		
a. Director's Report (Jensen)	Written report submitted. T. Jensen said she spoke at the City Council meeting about the Municipal I.D. They have created a bi-lingual application and have a website with information on the Municipal I.D. The design of the I.D. card is now created and at the manufacturer. Once the I.D. is back, in about a month, the program will be up and running. Prices for the I.D. were suggested last night to City Council. They will be voting next week on the fee schedule. City Council will also be voting to close out the library capital campaign project. The capital campaign committee of the Friends of the Library raised over \$910,000. Ultimately, there was a shortfall of \$135,000 that didn't get raised. In addition to that there is a shortfall in the project budget from engineering and legal fees of about \$41,000. The City will need to commit to transferring from their reserve fund approximately \$177,000 to close out the project. M. Epstein asked if there is a staff person managing teen services. T. Jensen said that L. Mestad is interested in taking over the teen services, but currently E. Lloyd is in charge of them. S. Weeks asked if there has been a good response to the summer intern job. T. Jensen does not know as those applications have not come to the library yet.	
b. SELCO (Colwell)	No report. Colwell absent.	
c. Friends and Foundation of the Northfield Public Library (North)	B. North said they raised enough money to open an endowed fund with Northfield Shares. They will begin working on that next month in the hopes to have it operational by the summer. Northfield Shares requires \$25,000 to start an endowment and the FFOL has \$28,000. The FFOL will be starting their membership drive in May.	
8. Old Business		
a. Library Board community outreach (Grabau, Weeks)	C. Grabau presented at the City Council meeting. C. Grabau said that she spoke about herself and the program she works with, Dakota Prairie, and how they connect with the library. S. Weeks said that a representative from 50 North will be visiting in April; Rob Hardy will also visit to talk about the Poet Laureate program. S. Weeks asked if	

	anyone wants to reach out to an organization for May. J. McWilliams said she will reach out to the Cannon Valley Elder Collegium. C. Grabau will speak with the coordinator of the adult basic education program at Dakota Prairie, as she may also want to come in May. T. Jensen said it would be beneficial to have a Board member attend the City Council meeting next week to talk about closing out the library renovation project and the benefits of the library to the community. S. Weeks and B. North will attend the City Council meeting.	
b. Library Board Strategic Planning (Schaffner, North, McWilliams)	No report. Sub-committee has not met. T. Jensen will send out an invite for the committee to meet.	
c. Proposed Bylaw Updates (Weeks)	S. Weeks said that she and L. Reppe have not met to review the by-law updates. S. Weeks will bring a draft next month.	
9. New Business		
a. Close-out of the Library renovation project	Reviewed under director's report.	
8. Adjourn		
	Time: 8:20 p.m.	Motion: B. Schaffner. Second: T. Hayes Meeting adjourned via consent.

Submitted by B. Novotny, Clerical Liaison