



Northfield Library Board

MEETING MINUTES RECORD

Meeting: Library Board Retreat 2016

Date: August 17, 2016

Location: Northfield Public Library
Conference Room

Start time: 5:00: p.m.

Adjourn time: 7:00 p.m.

Members present: Jon Denison, Amy Goerwitz, Dan Riehle-Merrill, Ryan Redetzke, Liz Reppe, Sarah Weeks, Audrey Battiste, and Cynthia Terry

Members absent: Ally Weise, Alex Kovach

Others present: Bill North (FFOL), Teresa Jensen (Staff Liaison), Pat Stenglein (Clerical Liaison)

I. Dinner and Icebreaker	Icebreaker: New Youth Representative, Audrey Battiste, was introduced. Chair A. Goerwitz asked everyone to share a little something about themselves and what was the last book they read. Titles included: Going Postal, History of the Flag, Bonk, The Stranger, Fairy Tale Girl, Midnight Riot, Hunchback of Notre Dame, Current events and newspapers, Suicide Squad, and silly summer reading. A Board picture was taken.
II. Discussion: Focus on Mission and Board Members Roles	Mission - The Northfield Public Library strengthens community, supports literacy, provides access to information, and fosters lifelong learning and enrichment. The mission of the Northfield Public Library Board is to support the Northfield Public Library. The current Northfield Public Library Board Mission Statement: Serve as advocates for and support the Northfield Public Library in strengthening community, supporting literacy, providing access to information and fostering lifelong learning and enrichment. Adopted June 12, 2013 Board Roles: - Advocate to and for the public for the Northfield Public Library and its staff Develop Advise on policy, programming and services - Advise the City Council on library issues - Conduct long range planning - Cooperate with other groups in the community Board Member Roles: - Act as an advocate of the Northfield Public Library before Northfield City Council Represent <u>Actively solicit</u> the Northfield community to shape the mission, scope, services and outcomes of NPL - Bring skills and perspectives to the Board - Be receptive to other views - To hold or keep a broader or longer term vision for the library always in focus. Bylaws The duties of Board members consist of carrying out the powers given them. It is their duty and responsibility to make recommendations regarding: <u>advise on policy regarding:</u> 1) Policy of the library 2) Selection/dismissal of the Library Director 3) Annual budget to be presented to the Northfield City Council for approval 4) Programs and operations of the library and the library buildings 5) Legislation that is appropriate to public libraries. In carrying out their duties and responsibilities, Board

	members shall endeavor to cooperate with public officials and other boards and commissions and maintain positive community relations. Discussion: Within the categories above, do the roles still hold as our priority roles? Should any be added/taken away? Should we further clarify the mission of the Library Board? A. Goerwitz asked the Board to review and discuss to clarify what we are currently doing and opened up discussion. D. Riehle- Merrill said they should think of the strategic plan when reviewing and consider Board members' individual strengths or skills. Think about what we don't have on the Board currently when we recruit for open chairs. Programming was one item that could be taken off the list.
III. Discussion towards shaping 2016-17 Work Plan and New Strategic Plan	Discussion: With the new library operating for three months, what is working well? What have community members shared about what is working well, and what they yet desire to see? What new constituents are coming to the library? Who from our community do we not see? Director Share: Teresa shares her vision for library operations, desired programming, and operations for 2016-2017. Board Activity/Discussion: Board Work Plan review T. Jensen had copies of the former work plan and one from the City of Albany, California, with the question of how we can make it more useful. Board Activity: Individually, briefly share what professional skills and hidden talents you have that are relevant for our work on the library board this year. Skills current Board members have include: event planning, document editing, advocate to the City , grant writing, communications, connections to St. Olaf and Carleton, connections with young adults, lawyer, librarian, library youth volunteer, library acquisitions, software, IT, foster parent advocacy, Spanish teacher, outdoor skills, writer, speaker, and public grant writing. Board Activity: Given our discussion about work and goals we would like to accomplish, what deficits to we have in our board composition? What added skills/experience/viewpoints are needed? Who might provide these in our community? The Board could use representation from area youth, minority communities, senior citizens- perhaps from a retirement community, or the business community. We are also lacking rural community representation. D. Riehle-Merrill noted that members have an opportunity to help shape the Board for the future. A. Goerwitz asked the Board to come up with names of people that she can contact.
IV. Wrap Up	

Submitted by P. Stenglein, Clerical Liaison