



# Northfield Library Board

## MEETING MINUTES RECORD

**Meeting:** Regular Library Board Meeting

**Date:** Nov. 20, 2019

**Location:** Northfield Public Library

**Start time:** 7:02 p.m.

Bunday Meeting Room

**Adjourn time:** 8:01 p.m.

**Members present:** Max Gordon-Mercer, Cathy Oehmke, Robert Anderson, Mason Randall, Bill Johnson, Brad Schaffner, James Shuffelton, Grace Casson, Margit Zsolnay, Thelma Estrada

**Members absent:** Tammy Hayes

**Others present:** Teresa Jensen (Staff Liaison), Becky Novotny (Clerical Liaison), Bill North (FFOL), Emily Lloyd (Library Staff), Judy Schotzko (SELCO)

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| 1. Call to Order                                    | The meeting was called to order at 7:02 p.m. by Chair M. Randall.   |  |
| 2. Approval of agenda for Wednesday Nov. 20, 2019   |   | Meeting agenda for Wednesday, Nov. 20, 2019 approved via consent.  |
| 3. Approval of minutes from Wednesday, Oct. 9, 2019 |   | Meeting minutes from Wednesday, Oct. 9, 2019 approved via consent. |
| 4. Public Comment                                   | B. Johnson asked for the City to label the parking spots in front of the Library with lines. There are many signs, but no clear lines as to where the spots stop and start.   |  |
| <b>5. Reports</b>                                   |   |  |
| a. Staff Report (Emily Lloyd)                       | <p>T. Jensen introduced Emily Lloyd, Youth Services Librarian. In March, she will have worked at the Library for 3 years. E. Lloyd is originally from the Washington D.C. area. She moved to Minneapolis 13 years ago. She spent 8 years working at Hennepin County Library, 2 1/2 years at Dakota County Library and then she came to the Northfield Library. She has 2 daughters. One is a senior at Carleton College and her older daughter is finishing graduate school in Washington D.C. Her partner, Teresa, is an educator in St. Paul.</p> <p>In her previous positions in the larger library systems, the person who works with patrons, does the programming, and story times is not the same person who orders the materials, creates signs, promotes the programs, etc. The person who does those things is in administration, in another building, and never interacts with the public. E. Lloyd is thrilled that in Northfield she can do administrative items, interact with the public, and do programming. E. Lloyd is making the children's collection more diverse and developing intergenerational programming. She is also involved in the LGBTQ+ initiatives in the Northfield community. She recently did a staff training on serving LGBTQ+ customers. She is hoping to bring some PRIDE programming to Northfield.</p> <p>J. Schotzko asked if she has worked with the LGBTQ+ communities at the colleges in Northfield. E. Lloyd said she has not had much contact with the colleges yet. She is working with a group of middle and high school students. She would like to reach out to the colleges to get them involved with the PRIDE programming in June.</p> <p>J. Schotzko asked if the children's collection includes books about self-esteem. E. Lloyd said that in conjunction with Northfield Promise, the Northfield</p> |  |

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|  | <p>Elementary Schools have developed a Social Emotional Learning (SEL) curriculum. E. Lloyd has developed a book list of SEL topics for up to 3<sup>rd</sup> grade. She has created book lists for the #MeToo movement and LBGTQ+. It is a big trend in children's publishing right now.</p> <p>E. Lloyd is debuting a Special Day Gong. One of the things that helps children get ready to read is talking and being asked to expand on what they say. The idea behind the gong is to have kids tell staff that they having a special day and then staff will ask questions about that special day. Once they have the conversation about their day then they have the chance to bang the gong.</p> <p>E. Lloyd will be purchasing diapers with funds from the FFOL. These will be on hand for those unprepared or caught off guard without one.</p>   |  |
| b. Director's Report<br>(Jensen)   | <p>Written report submitted. T. Jensen said that her report mostly consisted of a listing of things the Library has been doing over the last month. Many staff trainings have happened recently, including one by E. Lloyd on LBGTQ+. Last week she attended an intense conference called EXCITE. It consisted of information on programming, events, and strategic planning. E. Lloyd, Laurie Kodet, and Katlin Heidgerken-Greene also attended the conference. Ultimately, they would like to use this information for shaping the library's strategic plan and staff training.</p> <p>M. Zsolnay asked if there has been a conversation about diversifying the collection, specifically in regards to Native Americans. T. Jensen said that they are looking to diversify through training within the City. It is also part of the strategic plan, but not a large focus. B. Novotny said that E. Lloyd is looking to bring back the puppeteers that presented a children's program for Day of the Dead to do a presentation on Native American culture. B. North said that Meredith McCoy, a new faculty member at Carleton, focuses on Native American issues. T. Jensen will contact her.</p> |  |
| c. SELCO<br>(Schotzko)   | <p>J. Schotzko said the FFOL is a member of MALF. They are looking to award funds to FFOL groups. She said that if the Library has things they need funds for they should put a request in to our FFOL and they can request funds from MALF.</p> <p>J. Schotzko attended the fall Board meeting at SELCO and her first by-laws committee meeting. SELCO is looking at how many representatives they have on their Board. Right now, they have 67 members. This is part of them trying to streamline their by-laws. Another part of this will be inviting school librarians to be on their Board.</p>  |  |
| d. Friends and<br>Foundation of the<br>Northfield Public<br>Library<br>(North) | <p>B. North said there were 15 teams at the trivia bee and they raised \$3,500. On Give to the Max day, their goal was to raise \$10,000. They have a matching grant for \$5,000. They are close to their goal after a recent donation. The remainder of the year will focus on getting new members or having current members renew their membership.</p> <p>They are wrapping up the Hispanic Heritage Celebration, SEMAC grant. B. North will be working with T. Gardner and L. Kodet on the report to be submitted to SEMAC on the use of the grant.</p>   |  |
| <b>6. Old Business</b>   |   |  |
| a. October Meeting<br>Follow-up  | <p>T. Jensen said that the Library will be getting 15 new periodicals in the new year, including The Economist. T. Jensen, along with T. Gardner, will be meeting with one of the founders of MnSpin to see how the Library can access it. She mentioned that the Staff Picks table is now up and running.</p>  |  |
| <b>7. New Business</b>   |   |  |
| a. Board and<br>Commission update;   | <p>T. Jensen said that on March 11 there will be a training on effective meetings. All Library Board members are encouraged to attend. March 16, the State of the</p>   |  |

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| Effective meeting training March 11 | City address by the Mayor. Winter Walk is Dec. 12. M. Randall, B. Schaffner, and C. Oehmke will greet visitors that attend the train show at the Library during Winter Walk.  |                                |
| <b>8. Other</b>                     |   |                                |
|                                     | C. Oehmke recommended a program that she attended at the Minnesota Humanities Center called the Bdote Memory Tour. It is about the Dakota people in areas around Minnesota.<br>M. Gordon-Mercer said that the National Honor Society volunteer fair at the high school is this Friday. The Library and the City will be hosting a tables. |                                |
| <b>9. Adjourn</b>                   |   |                                |
|                                     | Time: 8:01 p.m.   | Meeting adjourned via consent. |

Submitted by B. Novotny, Clerical Liaison