



# Northfield Library Board

## MEETING MINUTES RECORD

**Meeting:** Regular Library Board Meeting

**Date:** Jan. 8, 2020

**Location:** Northfield Public Library

**Start time:** 7:03 p.m.

Bunday Meeting Room

**Adjourn time:** 8:29 p.m.

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

**Members absent:** all members present

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

1. Call to Order	The meeting was called to order at 7:03 p.m. by Chair M. Randall.	
2. Approval of agenda for Wednesday Jan. 8, 2020	T. Jensen said there would be no staff report.	Meeting agenda for Wednesday, Jan. 8, 2020 approved via consent.
3. Approval of minutes from Wednesday, Dec. 11, 2019		Meeting minutes from Wednesday, Dec. 11, 2019 approved via consent.
4. Public Comment	No members of the public present.	
<b>5. Reports</b>		
a. Staff Report	No report. No staff member present.	
b. Director's Report (Jensen)	Written report submitted. T. Jensen said that the Library begin circulating vinyl records. The Library will be doing a campaign to collect donations of vinyl from patrons. They will be using part of the music collection budget to purchase new vinyl. There will be a listening station available in the Library, purchased with gift funds, for patrons to listen to vinyl. T. Gardner is going to be the point person for this initiative. B. North suggested asking some of the local artists from Northfield who release their music on vinyl to perform in the Library. M. Zsolnay suggested speaking with the music professors at the colleges to see if they might have any vinyl to donate. B. Schaffner asked if the records will be available for checkout. T. Jensen said that is the goal, but it may take a while to build the collection before that will happen. E. Yang suggested going to the Northfield Hospital Book Sale to purchase used vinyl. M. Zsolnay asked about the Library recording programs for NCTV and what is involved in that process. T. Jensen said that new equipment has been purchased and two new part-time people have been hired by the City to record and create programming for NCTV. They have been at the Library to record some of the children's programming. Currently the channel is only available via cable TV.	
c. SELCO (Schotzko)	J. Schotzko said the SELCO board consists of 47 members. The average attendance at the meetings was 27.5 people, which is 58% of the board members. This led to a discussion about how many members should be on the SELCO regional board. The board consists of a representative from every county in the region. The county representatives seldom attended the meetings. J. Schotzko said that most members on the SELCO by-laws committee thought that each individual library should have a representative on the SELCO board and each	

	library should select their own representative. The by-laws committee is looking into whether the county needs to have representation on the board. If there are no rules stating that there needs to be county representation, the recommendation of the by-laws committee will be to have 36 members on the board, someone from each library and no county representatives. J. Schotzko asked for the Library Board's input. B. Johnson suggested each county have an ex officio on the SELCO board. J. Schotzko also wanted Library Board members' input on the SELCO membership agreement included in the board packet. It was suggested to discuss this at the next meeting.	
d. Friends and Foundation of the Northfield Public Library (North)	<p>B. North said the FFOL made \$3,200 at the Trivia Bee. They are still totaling the final figures for the end of year fundraising efforts.</p> <p>In February, the FFOL will host a Latin Dance Party that will also serve as a fundraiser. The theme is <i>Love Your Library</i>. It will be held on Feb. 15 at Armory Square and Imminent Brewery. There will be live music, dancing, food, art projects, cookie decorating, Zumba, and more.</p> <p>They had a fall membership drive called <i>100 Members in 100 days</i>. They recruited about 85 members. In March, they will host a puzzle playoff. B. North reminded T. Jensen of the \$1,000 line in the FFOL budget for capital campaigns. This might fill a need when looking at adding items for the vinyl collection.</p> <p>B. North said that MALF has grants for libraries that can be used by going through the FFOL. The FFOL has started talking with the Library about this and a meeting will take place in the near future. T. Jensen said that the Library is looking to ask MALF to partially fund the Poet Laureate program.</p>	
e. Teen Board report	T. Jensen asked if the group wanted to be referred to as teen or youth board. M. Gordon-Mercer said youth board. M. Gordon-Mercer said that TAB will be having a <i>Just Dance Your Stress Away</i> event this Saturday. They are planning their 19 <sup>th</sup> amendment event for Women's History Month in March. TAB is also reaching out to Meleah Follen, the coordinator of Youth on Boards, about offering a survey for the youth in Northfield about how to make the Library work for them. M. Zsolnay asked if patrons can check-out materials at after-hours events. T. Jensen said that generally the Library shuts down after operating hours. Staff is not present to check-out materials. M. Zsolnay suggested having items available for checkout during after-hours events that may pertain to the topic of the event.	
<b>6. Old Business</b>		
a. Board and Commission liaisons/reports	<p>T. Jensen asked the Library Board to volunteer to review minutes from other boards and commissions in Northfield and make a report on them to the Library Board each month. The goal is to become more aware of boards and commissions with a similar mission to the Library Board. T. Jensen will send out links to Board members on where to find the minutes for these boards and commissions on the City website. The boards and commissions will be reported on by the following Library Board members:</p> <ul style="list-style-type: none"> <li>i. School Board – Margit Zsolnay</li> <li>ii. Human Rights Commission – Dick Crouter</li> <li>iii. Mayor's Youth Council – James Shuffelton</li> <li>iv. Arts and Culture Commission – Teresa Jensen</li> </ul>	
<b>7. New Business</b>		
a. New Board members welcome	T. Jensen welcomed new Library Board members Dick Crouter and Elizabeth Yang. Library Board members introduced themselves to the new members.	
b. Question of the month: What is the capacity of the library board to take on tasks beyond monthly meetings? For instance, running the Poet Laureate initiative, continued attendance at City Council meetings, other Board and Commission reports, working on library awareness in the community?		

T. Jensen passed around a sign-up for Library Board members to attend and present to the City Council each month. T. Jensen asked members to follow the Library on Facebook and Instagram, if they have an account, and to share the events the Library posts. M. Zsolnay said that she has done many of the additional items asked for by the Library Board. There have been months with many extra things to do and other months with not many things to do. She does not feel she could do much more than what she has been doing. C. Oehmke said she is willing to do more, but is unsure of what needs to be done. D. Crouter asked T. Jensen to share more on what advocating for the Library entails. T. Jensen said she would like Library Board members to share the events going on in the Library with the people they know. She suggested attending Library events and identifying oneself as a Library Board member by wearing a Library Board button. The Book Bike will be at the Riverwalk Market Fair during the summer where Library Board members are encouraged to be with the bike and talk to the community about the Library. T. Jensen said she would like Library Board members to feel comfortable sharing they are a member. E. Yang asked what kind of awareness T. Jensen is looking for the Library Board members to get out to the community. T. Jensen said libraries are commonly known for books and children's programs when actually they are about so much more. She wants the community to know about the "so much more". E. Yang said she reads non-fiction and has not found there to be programming offered in this genre. She would like to see a book club or educational programs on various non-fiction topics. T. Jensen will present the idea of a non-fiction book club to the staff.

<b>8. Other</b>		
<b>9. Adjourn</b>		
	Time: 8:29 p.m.	Meeting adjourned via consent.

Submitted by B. Novotny, Clerical Liaison