



Northfield Library Board

MEETING MINUTES RECORD

Meeting: Regular Library Board Meeting

Date: June 10, 2020

Location: GoTo Meeting

Start time: 7:02 p.m.

Virtual Meeting

Adjourn time: 8:29 p.m.

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

Members absent: no members absent

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 7:02 p.m. by Chair M. Randall.	
2. Approval of agenda for Wednesday June 10, 2020		Meeting agenda for Wednesday, June 10, 2020 approved via consent.
3. Approval of minutes from Wednesday, May 13, 2020		It was moved by D. Crouter and seconded by B. Johnson to approve the Library Board minutes of May 13, 2020. All in favor. Motion carried.
4. Public Comment	No public comment.	
5. Reports		
a. Director's Report (Jensen)	<p>T. Jensen said the big news at the Library is that the Library has reopened. Layna Mestad has moved on and is now at Teen Central at Hennepin County Library. The Library is keeping her position open and looking at the possibility of reconfiguring it to some degree. T. Jensen said that the Library being reopened has put a strain on staffing the Library. Not all of the staff has returned or wants to return due to the pandemic.</p> <p>D. Crouter asked if there is a recording of the Joy Riggs author talk. He asked if any events are recorded and streamed for a certain amount of time before they are archived. T. Jensen said that most of the events are not recorded. The children's events on Facebook Live are available for a short period after the event takes place. T. Jensen said that the Library has access to the public access cable television channels. There will be a web presence of these channels called Northfield Public Broadcasting (NPB). Any programs that the Library records can be sent to them to be posted on the web, so people can view them whenever they want. This will be starting soon.</p> <p>M. Zsolnay asked about the possibility of closing 3rd Street on Books & Stars evenings. T. Jensen said the mayor is in favor of closing streets for people to experience the concerts in person. There is a question as to how the groups would perform and be able to be seen from the Library patio. M. Zsolnay asked about participation in online programming. T. Jensen said online events are seeing a fewer number of participants. The Library is no longer offering several programs because participation dropped off significantly.</p>	

b. SELCO (Schotzko)	J. Schotzko said the SELCO board has been having virtual meetings. The nominating committee has selected new officers and a board of directors. A vote will be taken at the July board meeting. The MN Department of Education and the MN State Library System sent a statement to SELCO about racial inequities. J Schotzko read the statement. The SELCO board has been asked if they want to support this statement. Board members are still weighing in and it has yet to be determined if it will be an official statement of SELCO.	
c. City Council Meeting (Shuffleton)	J. Shuffleton watched the May 19 City Council meeting. He said there was talk about the mill and overlay project and how it changed property values in the area where the work is being done. They discussed budgeting, the opening of the Northfield Pool, and the appointment of the new police chief. E. Yang watched the meeting on June 2. They also discussed the assessment of the mill and overlay. Fred Rogers, the president of Carleton College, wants the price reduced.	
d. Friends and Foundation of the Northfield Public Library (North)	B. North said the FFOL has allocated \$5,000 for the senior high school scholarships. They award funds to students who dedicate time and effort to making the Library a better place. They ended up giving a total of \$4,800 to eight individuals. They allocated additional funds for the Library's digital collection. Emily specifically asked for funds to acquire materials for new age groups that are not as represented in the digital collection. The FFOL will be hosting a contest for designing a bookmark. The contest begins today and goes through July 25. It is for grades K-12. They will be picking eight winners. The bookmarks will be produced and handed out at FFOL and Library events. The theme is <i>What I Love About My Library</i> .	
e. Liaison reports	<p>i. Human Rights Commission (Crouter) D. Crouter said he was unable to access the minutes from the meeting. The Human Rights Commission will be meeting with the Chief of Police, Monte Nelson. He will try to watch that interview.</p> <p>ii. Mayor's Youth Council (Shuffleton) J. Shuffleton said there has not been any meetings. No report.</p> <p>iii. School Board (Zsolnay) M. Zsolnay said the school board will have four vacancies this term. They discussed the virtual commencement ceremony, which offered a variety of activities. Summer school will be offered via distance learning. The district will continue to offer free meals for students at least through the end of June, but hope to do it through the end of the summer. They are starting to look at what school will look like in the fall. In mid-July the MN Department of Education will offer schools guidance for the 2020-2021 school year. The district is reviewing four potential plans. They discussed the death of George Floyd and racial equity. They talked about what they currently do to promote equity in the school system and what practices they do that promote inequity. They are reviewing all of their curriculum. A priority will be to recruit and retain educators of color.</p> <p>iv. Arts & Culture (Jensen) T. Jensen said the ACC discussed projects that have been around for many years. Most of these programs were created by people who are no longer on the board. They might retire some of the old programs for new initiatives. This will be an ongoing conversation. The roundabout art initiative is moving forward. They have selected four finalists. By the end of the month the PARC (Public Art Review Committee) will look at their proposals and select one that will create the art that will go in the tunnels under the roundabout. The artist on Main Street project is putting out a call for art. The artists receive \$750-\$1,500 to create temporary art that is displayed throughout town. It is sponsored by the NDDC (Northfield Downtown Development Corporation).</p>	

6. Question of the Month/Infoblitz	Libraries and racial equity; what we can do	
See attachment		
7. Old Business		
a. Re-opening the library – how it is going; service comparisons	T. Jensen said that the reopening is going well. The Library is at about half of the normal number of people visiting. Item circulation is down about 69%. In looking at the statistics included, in the Library Board packet, the use of Overdrive is up by 1,000 for the month. LibGuides, which is use of the Library website, is up by 300. In comparison to other libraries in SELCO, Northfield has been doing a lot more. T. Estrada asked if the Library is keeping a record of who visits the Library. T. Jensen said the Library is not screening patrons as they come in the Library or keeping a log of who is in from day-to-day. The only way the Library knows who visits the Library is by the item check-outs.	
8. New Business		
a. Election of Vice Chair	M. Randall said there is an opening for a new vice chair as Cathy Oehmke has relocated. M. Randall asked if there were any volunteers to become the vice chair. B Schaffner volunteered to be vice chair. The Board elected B. Schaffner as the new vice chair.	It was moved by D.Crouter and seconded by M. Zsolnay to appoint B. Schaffner as vice chair of the Library Board. All in favor. Motion carried.
b. Budget status to date	T. Jensen referred to the 2019-2020 budget numbers included in the Library Board packet. The Library is in better shape as far as the budget is concerned this year in comparison to last year. Last year the Library used 42.03% of the budget as of May 31. As of May 31 this year, only 38.54% has been spent. T. Jensen said there has been no instruction from the City to watch the budget or be careful in one area.	
c. Summer hiatus?	M. Randall asked if the Library Board wants to take a month off from meeting for summer vacations. The Library Board voted to take off the month of August. T. Jensen asked if the Board would like to meet outside in July. The Board decided to continue to meet virtually.	It was moved by B Schaffner and seconded by M. Zsolnay to take the month of August off from meeting. All in favor. Motion carried.
9. Other		
10. Adjourn		
	Time: 8:29 p.m.	Meeting adjourned via consent.

Submitted by B. Novotny, Clerical Liaison