



Northfield Library Board

MEETING MINUTES RECORD

Meeting: Regular Library Board Meeting

Date: Sept. 9, 2020

Location: GoTo Meeting

Start time: 7:03 p.m.

Virtual Meeting

Adjourn time: 8:29 p.m.

Members present: Dick Crouter, Elizabeth Yang, Brad Schaffner, James Shuffelton, Paola Torres Bermudez, Margit Zsolnay, Thelma Estrada

Members absent: Bill Johnson, Mason Randall, Grace Casson

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

1. Call to Order	The meeting was called to order at 7:03 p.m. by Vice Chair B. Schaffner.	
2. Approval of agenda for Wednesday Sept. 9, 2020		It was moved by D. Crouter and seconded by E. Yang to approve the agenda for Wednesday, Sept. 9, 2020. All in favor. Motion carried.
3. Approval of minutes from Wednesday, July 8, 2020		It was moved by E. Yang and seconded by D. Crouter to approve the Library Board minutes of July 8, 2020. All in favor. Motion carried.
4. Public Comment	No public comment.	
5. Welcome and introductions, new student member Paola Bermudez.	B. Schaffner welcomed new youth representative Paola Bermudez. P. Bermudez introduced herself to the Library Board. She is a sophomore at Northfield High School and enjoys playing the violin and piano. She was brought to the Library Board by her enjoyment of reading, the openness of the community and the thought that it would be interesting. Library Board members introduced themselves to Paola.	
6. Reports		
a. Director's Report (Jensen)	<p>Written report submitted. T. Jensen referred to her director's report and the management and supervisors meetings that occur in the Library weekly. During one of these weekly meetings, it was discussed whether the Library should purchase all of the books being published about the current president and his administration, both supporting and critical, and how the Library should make purchasing decisions on these hot topics that may only provide circulating material for a short period of time. This dilemma spurred T. Jensen to ask the Library Board their opinion on such matters and will be discussed later in the agenda.</p> <p>D. Crouter asked about the abolishing of library fines and what this means for the Library. T. Jensen said that the Library will be absorbing the fines that were not collected during the time that the Library was closed due to the pandemic and the quarantine time. Going forward the Library is back dating to allow for the three day quarantine of items before being checked in. M. Zsolnay asked what the memorial patron bench is and if there is an update on finding a new teen librarian</p>	

	<p>and the posting of the director position. T. Jensen said the family of a library patron, which has passed on, is asking for a memorial bench to go on the library grounds in her memory. The family has set a price of \$5,000 to spend on the bench. T. Jensen has not found a bench that is that expensive, so she needs to go back to the family to find out what else they want done with the remaining funds. T. Jensen said she was told that the teen services position needed to go before City Council to be approved as a full-time position. T. Jensen found out today that the position does not need to go to City Council for approval after all. It will now move ahead with being posted to get the position hired. The director's position has a brochure that was created by library staff to accompany the job posting that is now with Human Resources to review.</p> <p>E. Yang asked what a green screen is used for during virtual programs. T. Jensen said it is an actual green screen used for making videos. It is a specific shade of green that is not common that is used when filming videos that allows for other images to be projected onto it.</p>	
b. SELCO (Schotzko)	<p>J. Schotzko participated in a by-laws committee meeting. They discussed the number of people to be on the SELCO board. They have yet to decide how many people that should be. The committee has yet to make a recommendation to the board. They established the committees for next year. J. Schotzko will be on the strategic planning committee and advocacy committee This year for the first time the MLA (Minnesota Library Associations) and FFOL annual meetings will be held at different times. The FFOL will have their annual meeting on Sept. 19 called The Big Splash. Their keynote speaker will be William Kent Krueger. Minnesota Libraries Trustees and Advocates (MLTA) in the past was very active with members from each library board. The MLTA used to be part of the MLA by-laws and the president of the MLTA used to sit on the MLA board. The MLTA membership has dwindled so much in recent years that there is going to be a by-laws proposal change on the MLA to remove the MLTA from the by-laws.</p>	
c. City Council Meeting	<p>No report. No Library Board member attended a City Council meeting.</p>	
d. Friends and Foundation of the Northfield Public Library (North)	<p>B. North said the fiscal year ended on July 31. They ended with \$50,000. They decided to keep more money on hand not knowing what the coming year will hold in the likes of fundraising. Their budget for 2021, which is decided upon with library staff, is \$22,850 in library support. That covers organizational expenses and support for library programming. They increased their budget line for digital materials. B. North said that the mentioning of the purchase of a green screen could possibly come out of the capital budget from the FFOL if needed. The FFOL worked with library staff to acquire a SEMAC grant for the Hispanic Heritage Celebration (HHC) that will all be held virtually this year. A rich schedule has been put together of programs that will be available for viewing online. The FFOL will have their annual meeting on Sept 27 from 1pm-2:30pm and will be held via ZOOM. Nancy Braker, the director of the Carleton Arboretum, will be the keynote speaker. She is working on a pollinator support project that focuses on the importance of pollinators and how they can be supported.</p>	
e. Liaison reports	<p>i. Human Rights Commission (Crouter): D. Crouter said the HRC had a presentation on land acknowledgement statements. This is an effort to try to identify the original indigenous Dakota inhabitants in Northfield. A presentation was being planned for City Council in August. There was a proposal to add the word diversity to the title of Human Rights Commission. It was not deemed necessary so it was not enacted. There was discussion of a Racial Equity Action Plan to be presented to the City Council for approval. The HRC has been involved in the City wide discussion of the book A Good Time for the Truth.</p>	

	<p>They encouraged each other to be prepared and take part in future conversations or racial equity matters in the larger Northfield community.</p> <p>ii. Mayor’s Youth Council (Shuffleton) J. Shuffleton said he does not think they have been meeting throughout the summer.</p> <p>iii. School Board (Zsolnay) M. Zsolnay said the first day of school was moved to Sept. 14. All elementary students will attend 5 days of school in-person. All middle school and high school students will have a hybrid model where they will attend either Monday/Tuesday or Thursday/Friday in-person and the other three days will be distance learning. The school has been reflecting on how distance learning went in the spring and how they can increase the success for students in the fall. They have three areas they will be focusing on. The first one is equity. This involves making sure the distance learning experience doesn’t increase the opportunity gap by a lot. The second area they are concerned about is student engagement. The passing rate for high school students was negatively impacted by distance learning. The third area of concern is digital tools and how they are being used. The schools can improve on being consistent in the way that the different tools are being used. There are four spots open on the school board that will be elected on Nov. 3.</p> <p>iv. Arts and Culture Commission (Jensen): T. Jensen said Sidewalk Poetry had a capstone event that was filmed and broadcast on the Northfield Public Access television channel. The Dominos Pizza building has been painted with a mural that says <i>Love</i>. That project was largely funded by the City of Northfield’s 1% for the Arts and the building owner. Brett Whitacre, a muralist from Chicago, painted it in a week. The ACC has the possibility to commission a sculpture by a Native American artist, John Sterner. He will use Native American imagery featuring an eagle. The ACC voted to pursue this if they can get SEMAC funding. Unfortunately, SEMAC is not doing their normal grant application. They are doing grants to artists specifically. The library has been talking to SEMAC about this and they are interested in helping in some way. B. North asked what the size of the grant is for the Native American sculpture. T. Jensen said she does not have a price yet. The maximum that SEMAC can grant is \$11,000. It would be some SEMAC money and part from 1% for the Arts. T. Jensen asked B. North if he thought the FFOL would be interested in contributing to the sculpture. B. North thought it would be worth posing the question. T. Jensen will contact the artist for pricing and get back to B. North with that information.</p>	
<p>7. Question of the Month/Infoblitz</p>	<p>What criteria do we use in purchasing books about the current president?</p>	
<p>E. Yang asked why the books are no longer circulating. T. Jensen said because they are only popular for a short amount of time because they are on the best seller list and everyone is talking about them. Then another book comes along and then another book and so on and so forth. There are many books published and people are always on to the next thing. It is not a topic that has staying power and they quickly burn out. They eventually are weeded from the collection. They take up a lot of space and money. Carleton has been solving some of this problem by purchasing these books as e-books. The problem with that for the library is that they are significantly more expensive to purchase.</p> <p>B. North asked what the loan period is for these types of contemporary titles and does the SELCO system get together for certain kinds of titles and look at the regional capacity by serving some of the need through interlibrary loan. T. Jensen said the loan period is still three weeks for new books. It is a possibility to shorten the loan period, but the library would still be purchasing the titles. There has been talk to collaborate with other libraries, but it has not happened yet. Many libraries put their books in the catalog as local request only. Northfield does not set their books as local request and they are being loaned out right away. Patrons from Northfield get first priority before others from different libraries. There has not been a conversation with the other library directors yet.</p> <p>D. Crouter said it is a dilemma because these kinds of books are not what many may want to spend money on and would rather go to the library to get. The library is saving money for the book consumers, however the library takes the brunt. T. Jensen said this may just be the price of the library doing business.</p> <p>M. Zsolnay asked if the library is getting their return on investment from these types of titles. T. Jensen said no they don’t have lasting power or cost benefit. The library is saving the cost to the community purchasing these books.</p>		

J. Shuffleton suggested taking a survey of library patron’s opinions on the library purchasing these kinds of books. J. Shuffleton asked if there are other libraries discussing this topic.

D. Crouter said he doesn’t think the library needs to make these titles as immediately available to everyone that wants them. It would be interesting to know how many people make requests then want out of the hold, because there are too many waiting ahead of them. He doesn’t think the Library Board needs to be everything to everybody and make decisions on this particular issue.

T. Jensen wondered if there is an obligation of the library to inform the citizenry. One thing libraries do is educate the public and it’s in support of democracy and its informed citizenry. What happens if the library does not buy items that inform the citizenry?

J. Schotzko asked how many requests have to be made for a book to be purchased by the library. T. Jensen said it depends on the selector. It can depend on the quality of the title and if other libraries in SELCO have the title. For all books that have come out on the president T. Jensen and K. Greene have been discussing each title that have been released and if it has staying power.

B. North asked if the library feels pressure on this particular topic to acquire titles on both sides of the discussion. Is there judgement on the library purchasing certain types of books and not others. T. Jensen said this was discussed previously. At that time the perception was that the library was skewing liberal. There has also been comment that the library is conservative leaning because that is what is seen on the shelf and aren’t going out as much. Katlin did a review of the topic liberal verse conservative and found that the purchasing was fairly even between the two but the check-outs and holds on items were not. People were requesting items that skewed more liberal.

8. Old Business		
a. 2021 City Budget	T. Jensen said City Council will be voting next week to set the preliminary budget levy. The percent varies from 3.5-7.5%. There is a list of items to be added to the budget. New staff and the addition of body cameras for the police are the main items of consideration. The preliminary levy can not be increased once it is set. B. North asked if the library budget was questioned. T. Jensen said the library is fine and not being asked to make any cuts.	
9. New Business		
a. City Council Signups	T. Jensen said she will be attending all of the City Council meetings virtually so she is happy to report on them. T. Jensen is going to do some research to find out how they are accepting people to speak at the City Council meetings. T. Jensen wants to add this to the September Library Board meeting agenda. B. North said he will attend the next meeting if allowed. T. Jensen will get back to him. M. Zsolnay would like clarification as to how often Board members should attend City Council meetings and the frequency of attending the meetings. J. Shuffleton said he could fill in at the City Council meetings.	
10. Other		
11. Adjourn		
	Time: 8:29 p.m.	Meeting adjourned via consent.

Submitted by B. Novotny, Clerical Liaison