



City of Northfield

City Hall
801 Washington Street
Northfield, MN 55057
ci.northfield.mn.us

Meeting Minutes - Draft Library Board

Wednesday, September 8, 2021

7:00 PM

Library Meeting Room

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Chair Mason Randal- 7:01p.m.

Present: 6 - Mason Randall, Vice Chair Margit Zsolnay, Board Member Anne Larson, Board Member Laura Turek, Board Member Pam Charlton and Board Member James Shuffelton

Absent: 3 - Board Member Richard Crouter, Board Member Elizabeth Yang and Board Member Thelma Estrada

Others Present:

Natalie Draper(Staff Liaison); Judy Schotzco(SELCO Representative); Bill North(FFNPL); Paola Torres-Bermundez(Student Representative); Karin Bartlett(Clerical Liaison)

II. APPROVAL OF AGENDA

A motion was made by Board Member Turek, seconded by Board Member Larson, to approve the agenda. The motion carried by the following vote:

Yes: 6 - Chair Randall, Vice Chair Zsolnay, Board Member Larson, Board Member Turek, Board Member Charlton and Board Member Shuffelton

III. APPROVAL OF MINUTES

A motion was made by Board Member Charlton; seconded by Board Member Larson to approve the August minutes. The motion passed by the following vote:

Yes: 6 - Chair Randall, Vice Chair Zsolnay, Board Member Larson, Board Member Turek, Board Member Charlton and Board Member Shuffelton

Attached is the Draft minutes for the August 11, 2021 Library Board Meeting

IV. PUBLIC COMMENT: An opportunity for Northfield residents to address the Library Board on agenda items or issues related to the library mission.

No public comment

V. REPORTS

a) Director's report (Draper)

Circulation and use statistics have been improving over the past month. Stop motion animation program with Summer Blast middle-school students was successful and fun. The 'History of the Archer House' program will be re-broadcast on NPB. Natalie continues with first Friday radio spots. There was a public challenge at county level to the library funding.

Attached is the Library Director's report

Attached is the library statistical summary for August 2021

b) SELCO (Schotzko)

Judy is on three committees for this year. The Advocacy committee continues to urge for public library support. The By-laws committee is looking at how to efficiently serve all libraries and the Legacy Grant committee is working to improve library programming.

c) City Council (Zsolnay, Larson)

No report. Discussion on how to effectively cover the meetings.

d) Friends and Foundation of the Northfield Public Library (North)

The Friends are looking forward to the upcoming Jesse James Day parade and Hispanic Heritage Celebration. The Annual Meeting Sept. 26th from 1-2:30 will be a hybrid event with Zoom links. It will feature Kevin Cannon and his career as a free-lance cartoonist. There are four new members to the board- Pam Tidona, Eric Linder, Wiebke Kuhn and Gary Miessler. The Trivia Bee is scheduled for Oct. 29th, but plans may change as health concerns increase. The new fiscal year will concentrate on collection development and digital activities and resources.

e) Liaison reports:

i. Human Rights (Crouter, Randall)

No report

ii. Mayor's Youth Council (Shuffleton)

No report

iii. School Board (Zsolnay, Turek, Charlton, Randall)

Discussion of school mask mandates. The Site Improvement Plan has Math, Social and Literacy goals with the literacy goal of 80% of students proficient at grade level. The library could help with the goal by having more early, pre level 1 and decodable, readers available.

iv. Arts and Culture Commission (Draper)

The Riverwalk step painting is complete as well as the Adam Turman roundabout murals.

v. Northfield Promise (Charlton, Turek)

Helping to reinforce the school district message and reach literacy goal. Funding had been cut, but has been restored. There was one Reading Core position at Bridgewater left vacant, Mayor Pownell filling the other position. New this year teachers are using the 'Talking Points' app which also allows for simultaneous translation between teachers and families.

VI. OLD BUSINESS

No old business

VII. DISCUSSION OF THE MONTH: Nominating the library for an IMLS Medal, or other awards.

The IMLS, Institute of Museum and Library Services, is a prestigious self-nominated award with a strict vetting process. Winning a library award often opens the door for more awards and funding. Award submission is similar to writing a grant application.

VIII. NEW BUSINESS:**a) Strategic plan process update**

The community survey has been created and is in the process of being publicized. Using the radio, newspaper, HHC, Shelf Life newsletter and flyers to get the survey out. Stake holder workshops in the end of Sept./Oct., first with staff then smaller groups. Northfield Promise has an Oct. 25th literacy meeting that would be perfect for a shortened conversation. Also utilizing the library board and FFNPL board in possibly early Nov. and teacher groups in early Dec.. Day Care providers would also be an informative survey group.

Board Member Charleton left the meeting 8:13 pm.

b) Discuss Fine Free in 2022

Many SELCO and other libraries have become fine free as a way of eliminating barriers to access. Fine free does not mean fee free with lost materials still being charged. The change has been made in the budget for next year. Discussion was held on how to implement to make sure materials are still returned in a timely fashion due to the lack of fines.

c) Approve revision to circulation policy

Motion to approve the fine free revision to the library circulation policy made by Board Member Zsolnay; seconded by Board Member Turek. The motion passed with the following vote:

Yes: 5 - Chair Randall, Vice Chair Zsolnay, Board Member Larson, Board Member Turek and Board Member Shuffelton

Not Present: 1 - Board Member Charlton

Attached is the Circulation Policy for the library.

IX. OTHER

Note was made of the Northfield News article on a local young film maker and how the library could encourage others with maybe a movie or film club. Items like cameras were purchased as part of the LSTA grant. Discussion of how the library could be involved with the Youth on Boards and the teen members of HCI and FFNPL.

X. ADJOURNMENT

Meeting adjourned at 8:22 pm. Motion was made by Board Member Larson; seconded by Board Member Shuffelton to adjourn the meeting. Motion carried by the following vote:

Yes: 5 - Chair Randall, Vice Chair Zsolnay, Board Member Larson, Board Member Turek and Board Member Shuffelton

Not Present: 1 - Board Member Charlton