



**Minutes of the June 10, 2019 Meeting  
Library Advisory Board**

**PRESENT:** Keri Simon, Melissa Kuhl (Chair), Travis Davidson, Crystal Bauer (Vice Chair), Jayne Spooner, Marcy Irby, Delane James (Director), Paula Hildebrandt (Library Receptionist)

**CALL TO ORDER:** Melissa called the meeting to order at 6:00 p.m.

**APPROVAL OF THE MINUTES:** The minutes of May 13, 2019 meeting were approved as written following a motion by Keri and a second by Crystal. The motion carried.

**DIRECTOR'S REPORT:** Library Director, Delane James reported on the following:

- On May 17, Delane and Deni attended the Public Library Division of MLA workshop including: giving service through a trauma-informed lens, how to deal with racism effectively, and elimination of library fines.
- On May 21, the Library honored our Boomerang Bag volunteers with a reception as we celebrated creating over 1,000 bags.
- On June 10, Annette created a display for the public in celebration of our first year of the Boomerang Bag project. Cookies and coffee were served.
- On May 29, Brad Phenow and Delane conducted a best practices training for City staff who are responsible for the City's social media account. Staff from the Library, Police Department, Parks and Recreation, and City Hall attended the training.
- Delane shared the design concepts for the new City website. City Council has given positive feedback about the design elements. A new launch date has been set for September 5, 2019, due to meeting scheduling issues.
- The Green Card Voices Exhibit, sponsored by the Friends of Buckham Memorial Library, is currently displayed in the hallway between the Library and Community Center. The exhibit will be on display through the month of June.

- On June 19, Delane is scheduled for a video conference with the design firm Perkins + Will about the Friends patio/plaza project.
- New part-time Library Technician Bob Latchaw is settling in well to his new position. Bob is quickly learning about 3D printing and is interested leading makerspace programming.
- The Summer Library Program is gradually gaining momentum due to the Faribault Public Schools pushing back their final day due to the abnormal amount of snow days this school year. As of today, 520 youth have signed up for the program. Attendance was good for the first Friday programs featuring Dazzling Dave, National Yo-Yo Master with 150 attending the morning program; 30 participating in the yo-yo workshop; and 85 attending the afternoon program. To date, 35 Volunteers have been trained with two more opportunities for volunteers to train in June.
- SELCO will conduct a migration of the region's computer system starting on June 17<sup>th</sup>. All library systems will initially be down during the migration. SELCO plans to get the system back up for check-in and check-out the first day of migration and gradually restore other system components throughout the week.

**TEEN ADVISORY BOARD REPORT:** No report available

**SELCO REPORT:** Delane will attend the Advisory Committee meeting at SELCO on June 11. SELCO continues to have challenges with budget issues and continues to look for reductions.

**REVIEW 2020 CITY AND COUNTY BUDGET INSTRUCTIONS:** Delane is waiting to receive instructions from Rice County and the City regarding the 2020 budget cycle. It is anticipated that the funding request will be due to the County the first week of July. Delane reviewed items that may impact the library budget that were discussed at the May Library Advisory Board meeting. Areas from the strategic plan that may impact the 2020 budget including possible fine elimination, additional staffing for programming, outreach, possible Sunday hours, and the installation of a drive through book return.

**NEXT MEETING DATE:** Monday, July 8, 2019 at 6:00 p.m. in the Third Floor Makerspace.

**ADJOURNMENT:** The meeting was adjourned at 6:40 p.m. following a motion by Marcy and a second by Jayne. All in favor.

Respectfully submitted,  
Paula Hildebrandt, Library Receptionist