



**Minutes of the Monday, January 11, 2021 Meeting
Library Advisory Board**

Zoom Video Meeting
Dial-In Information: +1 312 626 6799
Meeting ID: 863 6156 9784

Minn. Stat. § 13D.021 – Meeting by Telephone or Other Electronic Means; Conditions - Minn. Stat. § 13D.021 provides that a meeting of a public body may be conducted via telephone or other electronic means if meeting in a public location is not practical or prudent because of a health pandemic or declared emergency.

PRESENT: Travis Davidson (Chair), Jayne Spooner (Vice Chair), Keri Simon, Crystal Bauer, Melissa Kuhl, Isabelle O’Connor, Nevaeh Weeg, Micki O’Flynn (SELCO Foundation Trustee and Friends Board Member), Delane James (Library Director), Faribault Daily News Reporter Andrew Deziel (guest)

CALL TO ORDER: Travis called the meeting to order at 6:05 p.m.

APPROVAL OF THE MINUTES: A motion was made by Crystal to approve the minutes of the December 14, 2020 meeting and a second by Keri. All in favor. The motion carried.

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

- The library staff are preparing to resume Browse-And-Go Appointments on January 19th. Appointments will last up to 30 minutes with a limit of 10 patrons. Staff currently furloughed will also be called back to work starting January 19th.
- Two new Circulation Aides have been hired with one starting on January 19th and the other starting the following week.
- A Page staff member gave notice today. The Page is seeking employment in their career field. At this point, the library will not post this position.
- Performance reviews are taking place this month.
- Staff is currently working on gathering statistics for 2020. Final statistics will be shared with the Board when the annual reports for the City and the State are completed. Here are some preliminary statistics: Digital circulation was up by about 4,000 from 2019. Program attendance was also up with 23,114 in 2020 compared to 20,536 in 2019. There were 2,538 Curbside/Lobby Pickups and 2,448 Browse-And-Go Appointments.
- Three Library Advisory Board Members’ terms expire January 31st. (These include two adult and one student board positions.) All three incumbents have re-applied and two additional applications were received. The City Council will be discussing the Board assignments at their January 19th Committee meeting and will vote to appoint Board Members at the January 26th City Council Meeting.
- Electricians have been working on the Plaza and should be finished with all the inside electrical work next week. Lamp posts will be installed this spring. The parking lot will be striped in the

spring after the final layer of asphalt is laid. The lot is currently available for parking. The traffic flow in the parking lot is two-way and traffic can enter and exit from Division Street and Willow Street.

- The library is on the Tuesday, May 4th Joint Committee Meeting Agenda to discuss the idea of the library going fine free with the City Council. Public libraries becoming fine free is a growing trend and the pandemic has accelerated this trend. Several SELCO libraries have implemented this policy at the beginning of this year. Library staff with assistance from the Board will research, discuss and create a presentation over the next few months in preparation for this discussion with the City Council in May.
- In order to avoid large indoor gatherings, Children's Librarian Deni Buendorf is planning a virtual summer library program for 2021. The library is looking at the possibility of outdoor pop-up programming during the summer months. The library will continue to evaluate in-person indoor programming for the Fall of 2021 according to local conditions and vaccination rates.

TEEN ADVISORY BOARD REPORT: No Report

SELCO REPORT: Jayne (SELCO Board Representative) reported that there was no new business to report from SELCO. Micki (Library Friends Board Member) reported that they are in the planning stages of the Plaza Grand Opening. The Celebration will be in the afternoon of Saturday May 22nd. The Friends are looking at several different ideas from a small opening with bottled water and cookies to a grand opening of catered food or food trucks and entertainment. The Friends are looking for volunteers for all stages of the event from planning, setting up and cleaning up.

STRATEGIC PLAN

- One of the Library's goals for 2021 is to reevaluate and edit the Strategic Plan due to challenges that were brought about by the pandemic. Delane suggested that the Board extend the current strategic plan until the end of 2022. Keri made a motion to extend the Strategic Plan dates from 2019-2021 to 2019-2022. Jayne seconds. All in favor. Motion carried.
- The Board will work through and update the Strategic Plan and the Implementation Plan during for the next 3-5 months.
- During the Strategic Plan discussion, the Ten Commandments monument and other religious displays were discussed. One of the Implementation Tasks deals with having discussions about religious displays which would be led by City Council. Delane recommended bringing that discussion to Council after the Friends have dedicated and celebrated the completion of the first phase of the Plaza Project.

OTHER: None

NEXT MEETING DATE: Monday, February 8th, 2021, at 6:00 p.m. via Zoom meeting.

ADJOURNMENT: At 6:40 p.m. meeting adjourned.

Respectfully submitted,
Linda Hanson, Library Technician
Minutes taken via a recording of the January Zoom meeting.