



**Minutes of the Monday, April 12, 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, Keri Simon, Isabell O’Connor, Crystal Bauer, Nevaeh Weeg, Micki O’Flynn (SELCO Foundation Trustee and Friends Board Member), Delane James (Library Director)

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

**APPROVAL OF THE MINUTES:** A motion was made by Keri to approve the minutes of the March 8, 2021 meeting and a second by Crystal. All in favor. The motion carried.

**REQUESTS TO BE HEARD:** None

**ELECTION OF OFFICERS:** Keri nominated Travis for Chair. Crystal seconded. Travis accepted the nomination. All in favor. Travis Davidson will continue as the elected Library Advisory Board Chair. Keri nominated Jayne for Vice Chair. Isabelle seconded the nomination. Jayne accepted the nomination. All in favor. Jayne Spooner will continue as the elected Vice Chair. The Board congratulated the re-elected offices and thanked them for their service.

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

- March 15, 2021 the Library launched public Internet service with a usage time of 1 hour. No appointments are necessary for Browse and Go Visits. Patrons are asked to keep their visits to one hour.
- In March, the public Internet Computers were used 140 times. Also, there were 859 Lobby Pickups and 640 Browse and Go visits in March.
- Library will resume its regular hours including evenings and weekends on April 19<sup>th</sup>.
- Bob completed the large patron 3D print job which took more than 1200 hours to finish. He also created a final vlog post for the project. The cost to the patron for materials was \$500.00. More photos will be coming as the patron who ordered this print finishes painting it and putting in lights.
- The Seed Library is now located outside in the kiosk near the Friend’s garden. This year the Seed Library is loaning lemon cucumbers, kale, scarlet runner beans, bokchoy and Earliana tomatoes.

- Library Technician Annette Schwartz is retiring. Her last day is May 14<sup>th</sup>. Human Resources has posted this internally as a promotional opportunity. The posting closes on April 16<sup>th</sup>.
- Deni and Delane attended a *Future School* 3-day all-day workshop learning about Strategic Foresight Framework and learning how to plan for the future in different scenarios.
- Friends of the Library have a Board Meeting this Thursday, April 15. They will discuss the furnishing and shade quotes received and could make a recommendation on moving forward. The furnishing quote from Anova was for approximately \$30,000 which includes 4 larger tables, 2 ADA 3 seat tables and 2 of the 2 seat tables. These tables are made out of recycled material. Delane asked the Board if they would be interested in helping pay for some of this out of the Sandra Thomas estate funds deposited in the SELCO Foundation. The Board agreed that they would like to help cover some of the expenses.
- The Library received the final payment from the Mary Ellen Thomas Estate in the amount of \$465.57. Delane would also like to use these funds for the second phase of the plaza project. The Board agreed.

**TEEN ADVISORY BOARD REPORT:** Nevaeh reported that at the recent TAB meeting they discussed the expanded hours. Deni has started reading a new book, *Slider* by Pete Hautman. She is also still reading the *Wizard of Oz* for the Weekly Read.

**SELCO REPORT:** No report from Jayne (SELCO Board Representative). SELCO Foundation Trustee Micki O’Flynn and Friends Board member reported that they will be meeting in 4 weeks and would like to know what the Board wants to do with the funds in the CAP1. The Board unanimously agreed to leave funds where they are so they have access for the plaza project as needed. They will re-evaluate this at a later time.

**STRATEGIC PLAN**

The Board worked on updating the Resources Focus Area tasks in the Implementation Plan. The changes are due to COVID-19. The Board made the following changes:

- 1b – extend to 2022
- 2b – extend to 2022

**FINE FREE DISCUSSION:**

- Delane told the Board that approximately \$70,000 in overdue fines is currently payable. These fines were generated from 1998-2021. SELCO is running a report on how many patrons have fines of \$10 or more which blocks them from using the library services.
- The Board will revisit this issue and will bring the discussion to City Council during a budget work session in the summer before the fee schedule is due.

**OTHER:** None

**NEXT MEETING DATE:** Monday, June 14, 2021, at 6:00 p.m. via Zoom meeting. There will be no May meeting.

**ADJOURNMENT:** At 6:45 p.m. meeting adjourned.

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