

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting
Chaska Library
4:30 p.m. Regular Board Meeting
February 14, 2017

Call to Order: Library Board President, Linnea Chrest, called the meeting to order at 4:30 p.m.

Board Members Present: Linnea Chrest, Gwen Kuhrt, Tom O'Connor

Absent: Wayne Mortensen, Barbara Colhapp

Library Staff Present: Heidi Hoks (Library Director), Kathy Bognanni (CN/VC Branch Manager), Janet Karius (CH Branch Manager), Paul Ericsson (NYA, WT, WAC Branch Manager), Debbie Kitt (Library Systems Administrator), and Suzi Stephenson (Library Technology Assistant)

County Staff & Officials: Gayle Degler (County Commissioner / Library Board Liaison / MELSA Advisory Board)

Approval of Agenda:

T. O'Connor / G. Kuhrt moved to approve the agenda of the February 14, 2017 Library Board meeting as amended to add item 5.3 Library hours pilot project Victoria Library. Passed unanimously.

Approval of Minutes of Meeting:

G. Kuhrt / T. O'Connor moved to approve the minutes of the January 10, 2017 Library Board meeting as presented. Passed unanimously.

Introduction of Visitors:

None

Action Items

5.1 Election of Board Officers

T. O'Connor / L. Chrest nominated Gwen Kuhrt to serve as President of the Library Board. Passed unanimously.

G. Kuhrt / T. O'Connor nominated Linnea Chrest to serve as Secretary of the Library Board. Passed unanimously.

5.2 Committee Assignments

L. Chrest / T. O'Connor nominated Barbara Colhapp to serve as Library Foundation Liaison. Passed unanimously.

5.3 Library Hours Pilot Project Victoria Library

Victoria Library Branch Manager Kathy Bognanni explained the decision process for establishing the current hours the Victoria Library is open to the public. She provided information on public interest in children's programming and City of Victoria hours of service to support a pilot project which would change the open hours for the Victoria Library on Fridays. The pilot project would change the Victoria Library Friday open hours to 10 a.m. to 3 p.m. during the summer months.

T. O'Connor / L. Chrest moved to accept the proposed open hours change for the Victoria Library this summer from Friday 12-5 p.m. to Friday 10 a.m. to 3 p.m. Passed unanimously.

Unfinished and New Business:

6.1 6 month Ride and Read review

Library Technology Assistant Suzi Stephenson reported on the Ride and Read service offered at two transit stations in Carver County as to how it works and plans for the future. Offering free access to downloadable materials is a future goal.

6.2 Library Legislative Day discussion

Director Hoks shared key elements of the 2017 MLA/ITEM Legislative Platform:

- 1) Increase funding for libraries through RLBSS and Multicounty Multitype Library Support
- 2) Legacy funding for libraries
- 3) Broadband access across Minnesota
- 4) Bonding

Library Board member Tom O'Connor, Director Heidi Hoks and Library Foundation member (Watertown) Suzi Larkin will be visiting Minnesota Legislators on Library Legislative Day, Feb. 22nd.

6.3 Policy Review: Library By-laws

The Library Board will continue to examine the Library Board By-laws and consider whether any changes would be proposed by Board members. If the Board finds this is adequate time for the review, action on the By-laws would be scheduled for the April meeting.

6.4 Review Team Structure

Director Hoks presented a listing of 2017 teams, workgroups, task forces and special interest groups within Carver County Library, County teams and other MELSA teams and interest groups including the library staff who serve on these groups.

6.5 Communications Survey results

Director Hoks introduced the Communications Survey with background information on the development of both internal and external surveys to gather information on communicating library services and programming within our system and to the public. The external (public) survey was reported to the Board.

6.6 MELSA Technology and Access Report

Director Hoks presented the Carver County extraction of data from the MELSA Technology and Access report. She highlighted the good information on library card holders and visits in CCL as well as the use of library services and access to technology and comfort level with technology in Carver County as reported in the MELSA survey.

Administrative Reports

7.1 Budget Update

A current budget report was presented and reviewed.

7.2 Library Director

Director Hoks added that the RFID tagging has begun starting with the Victoria Library.

7.3 Team Updates – none

8. Trustee and Commissioner Reports:

Branch Reports were submitted in Board Packet.

MELSA - Commissioner Degler reported that in a recent local TV program, "Twin Cities Live" MELSA staff, Sally Lederer highlighted various MELSA library programs and services.

10. Media Packet:

The Media Packet with the March 2017 Calendar and copies of press materials was submitted in the Board Packet.

Adjournment:

L. Chrest / T. O'Connor moved to adjourn meeting at 6:00 p.m. Passed unanimously.

Respectfully submitted by Janet Karius for Linnea Chrest, Secretary