

## **Duluth Public Library Board Meeting Minutes May 6, 2025**

**Present:** Bill Arezzo, Sue Henke, Lori Steinbach, Ellen Hatfield, Lizzy Luoma, Jose Gonzalez, Carlee Bladl

**Also in attendance:** Carla Powers, Jim Filby Williams, Tara Swenson, Stacy LaVres – DPL Staff

**Absent:** Michelle Foshay, Sarah Kessler

### **Call to Order**

The meeting was called to order at 4:31 PM by Bill Arezzo, President

### **Review and approval of agenda**

Motion by Henke, seconded by Gonzalez, to approve the agenda as drafted. Motion passed unanimously.

### **Approval of minutes of March 25, 2025**

Motion by Luoma, seconded by Hatfield, to approve minutes as drafted. Motion passed unanimously.

## **Reports**

### **Library Manager**

- **Staff Development Day.** The DPL staff had a successful day of education and team building sessions.
- **One Book Northland.** This year's project has wrapped up with several recent programs and a visit from the author, Kao Kalia Yang. Mayor Reinert has expressed interest in doing a community read for the city in the future, which may be rolled into One Book Northland.
- **Minitex Delivery.** Due to funding, Minitex will be ending its support for weekday courier delivery to DPL. Arrowhead Library System has agreed to pick up that cost. Courier delivery is crucial to interlibrary loan services.
- **Changes to Hoopla and Libby collections.** Hoopla costs were becoming unsustainable for the Library, so the highest-priced tier of items has been removed. The goal is to maintain access to these digital services while managing costs. DPL staff are looking to leverage Libby and increase usage among patrons.
- **Staffing update.** Kaitlyn Tillman has been promoted to Library Safety Coordinator. Interviews are in progress for the .5 Library Technician position. A Library Aide position for Main is currently posted.

### **Library Usage**

- Stats are up in nearly every category as compared to the same time frame as 2024. It was noted that circulation was down slightly for print and AV at Main, Mount Royal, and overall.
- Board asked for a percentage change column to be added to stats.

## **Friends**

- Bank balance at end of March: \$10,588 and membership at 90.
- Website has been updated.

## **Foundation**

- Foundation did not meet in April, so there was no report to give.

## **Adult Nonfiction Collection**

- LaVres has been DPL's nonfiction selector since 2020.
- LaVres shared budget and various criteria used for selecting nonfiction books to be added to DPL's collection. Also discussed taking note of popular topics, standing orders, and paying attention to the variety of voices being added into the collection.

## **Old Business**

### **Safety Update**

- Updated lighting near Gold Room & Conference Room – per the recommendation from the Police Department.
- Have not seen the usual seasonal decrease in the number of behavior issues.
- Library is taking a much firmer stance on behavior incidents.

### **Advocacy Update**

- Group working on having regular guest speakers at the City Council meetings to keep the Library at top of mind.
- Also meeting individually with each city councilor. Goal is to share information about all that the Library does.

## **Main Library facility/Regional Library Services District**

- Filby Williams offered an update on the grant money received from Housing & Urban Development. On pace to meet August deadline to submit paperwork.
- Working with community partners on description of how money will be used – asking for feedback in early Summer.
- Facility planning will be driven by the community partners who sign on.
- Budget update: waiting for process to get started.

## **New Business**

### **Resolution to support Minitex Library Services**

- A resolution was introduced that would state our support of the Minitex Library Services
- Discussion ensued.
- Motion by Henke, seconded by Bladl, to approve the resolution. Voting yes: Arezzo, Henke, Steinbach, Hatfield, Luoma, Bladl. Voting no: Gonzalez. Motion carried.

## **November meeting**

- November meeting had been scheduled for November 4<sup>th</sup>, Election Day, and spaces are in use for election polling. Board decided to move November's meeting to December 2<sup>nd</sup>.

**Meeting adjourned at 6:16 PM**