

DULUTH PUBLIC LIBRARY BOARD

Notice of Meeting

DATE: January 25, 2022

TIME: 4:30 p.m.

NOTICE: The Duluth Public Library Board will be holding a special meeting in January by other electronic means pursuant to Minnesota Statutes Section 13D.021 in response to the COVID-19 emergency. Members of the Board will be participating through video conference. Due to the COVID-19 emergency, public comment will not be taken in person. However, members of the public can monitor the meeting and provide public comment on agenda items through WebEx Events. Visit <https://duluthmn.gov/live-meeting> to access the meeting. The public is also encouraged to submit written comment to Library Manager Carla Powers prior to the meeting. Please include "Library Board Agenda" in the subject line, and include your name and address and the agenda item you are speaking to. Please note that all public comment is considered Public Data.

AGENDA

Call to order

Review and approve agenda
Public comments received in advance of meeting
Approve minutes of November 23, 2021 meeting

Reports

2021 DPL Year in Review – Powers
Library Manager's Report – Powers
Duluth Library Foundation Year in Review – Rosendahl

Old Business

Update on services and staffing
Update on library security

New Business

Main Library facility

Ongoing Business

Advocacy

Adjournment

Next regular meeting: February 22, 2022

DULUTH PUBLIC LIBRARY BOARD
Minutes of Virtual Meeting
November 23, 2021

Call to Order: Sue Henke called the meeting of the Duluth Library Board to order at 4:33 on November 23, 2021.

Members Present: Sue Henke, Michelle Foshay, Neil Glazman, Betty Ramsland, Stephen Welsh, Lizzy Luoma, Alex Strelow, David Sperl

Also Present: Library Manager Carla Powers, PPL Department Director Jim Filby Williams, Duluth Library Foundation Executive Director Erin Kreeger

Public Attendees: Debbie Rasmussen from League of Women's Voters

Absent: Matt Rosendahl

Review and approve agenda

Review and approve agenda: Henke called for additions, received none, and determined the agenda was approved as posted.

Review and approve minutes from October 26, 2021

Motion by Ramsland, seconded by Glazman to approve the minutes as drafted. Approved unanimously by show of hands.

Public Comments: There were no public comments received in advance of the meeting.

DLF Executive Director Introductions

Erin Kreeger, the new executive director of the Duluth Library Foundation, introduced herself and gave an overview from the last Foundation Board meeting.

Foundation Report (Erin Kreeger)

Investment accounts have grown significantly in last few years to current balance of \$2.4 million
Gift to library at end of December totaled 50,000 (not including ECRD support), which is one of larger gifts in recent years.

Alworth grant: Karen and Royal Alworth offered a dollar-for-dollar match up to \$100,000 for any donations received between 2020 and 2023. Two years into the project, the match has already been fulfilled. They have decided to continue matching donations through the end of this calendar year.

Reports

Library Manager's Report (Powers)

Accepted as submitted

Friends Report (Ramsland)

Littlest Holiday Booksale December 7-9 in the hallway outside of library.

Mount Royal Market's round up of the till proceeds will go towards Friends of the Library for the month of January.

Friends are donating \$8000 to the library by the end of the year.

Old Business

Staffing: Committee interviewed five candidates for Library Supervisor and will make a decision soon for that position.

Supervisors currently are onboarding two new Librarian I's.

Will be hiring a tech for ECRD in near future.

Security: After further discussion Filby Williams and Powers decided to move away from a partnership with Clean & Safe. Instead they are exploring options to create a new safety position within the library staff. They will meet with police to get input on a job description as well as support in the interim.

New Business

Review of 2022 budget presentation

Overview of 2016-2020 strategic plan progress

2022 meeting schedule attached (no meeting in December)

Ongoing Business

Advocacy: Sue Henke, Matt Rosendahl, Betty Ramsland, Carla Powers, and Jim Filby Williams all met with Mayor Larson on November 22 to talk about how to move forward with facilities. There may be a potential to partner with another organization to upgrade the building.

Mayor Larson said a lot of effort has been put into trying to find funding. She will put together a memo for the board to review at our next meeting in January.

Adjournment at 5:55 pm.

Next meeting:

January 25, 2022 via WebEx.

Manager's Report to Library Board

January 2022

Covid Protocol Update. New City of Duluth Covid protocols announced last week have led to a few changes in library operations. Masks have been required in the library for several months now, so the indoor mask mandate was nothing new. However, most of our planned in-person programs have been moved online or postponed for the time being. Staff are redoubling their efforts to keep their distance when helping library patrons. In-person meetings of more than three people have been moved online, with only a few limited exceptions. Recently the library received high praise from the City Safety & Training Officer for our safe practices and adherence to City guidelines. Despite the fact that we've been working together in buildings and interacting with the public for many months, there have been very few positive cases among library staff.

Escape Rooms. A notable exception to the move to online programs is the Star Wars escape room that began at Main in late December. The escape room was designed for small family or friend groups to participate in together. Members of the public do not intermix, making this program Covid safe. The escape room has been tremendously popular, with approximately 150 participants. Youth Services staff worked with AICHO, Center City Housing, and Northwoods Children's Home to give their residents an opportunity to participate. Feedback from the community has been overwhelmingly positive. Mt. Royal is beginning a Game Room escape room series today.

Hoopla. On January 1, DPL went live with a new streaming service called Hoopla. Hoopla provides simultaneous access to digital media including movies, audiobooks, music, and e-books. DPL cardholders can access up to five Hoopla offerings per month. The library is charged based on the number and type of patron "borrows." As of January 19 302 people had used the service so far, and 810 circulations. This new service is paid for with unrestricted disbursement funding provided by the Duluth Library Foundation.

Every Child Ready Duluth News.

- December's online event featuring Dr. Anton Treuer reached more than 300 registrants. About 125 participated live. The lecture was recorded, giving registrants the option to view it afterwards on their own schedule. This event was made possible in partnership with ISD 709.
- Unfortunately our AmeriCorps VISTA worker ended her employment in December. We are exploring AmeriCorps options for later this year.
- An ECRD Action Team is working with Swim Creative on an education and engagement campaign to raise community awareness about ECRD. The campaign will begin ramping up soon.
- The kickoff event planned for January 29 has been postponed due to the current spike in Covid cases locally. It will take place on April 2, which is the first day of the Week of the Young Child. The event will feature activities and information for very young children and their caregivers.

Little Library Go. Our new van is scheduled to be delivered to Fleet Services within the next week. Once it arrives it will be inspected to make sure it meets our specifications, and then it will be sent out to have the lift gate and interior shelving installed. From there it goes to Elite Tinting and Graphics for a wrap to be applied. Swim Creative worked with us to design the wrap, and it looks fabulous!