

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Library Board Meeting
Carver City Hall and virtual MS Teams
February 14, 2023 4:30 p.m.

Call to Order: *Charles Teh* called the meeting to order at 4:30 p.m. A quorum was met.

Board Members Present: Alan Krueger ; Charles Teh ; Jan Melchert ; Frank Foss ; Gwen Kuhrt (virtual) and Tenley Rutledge.

Library Staff Present: Jodi Edstrom (Interim Director and CH Branch Manager) ; Patrick Jones (CN/VC Branch Manager) ; Paul Ericsson (arrived late ; NYA, WT, WAC Branch Manager) ; Patricia Leck (Youth Services Team)

County Staff & Officials: Matt Udermann, County Commissioner

Not attending: Nick Koktavay, Assistant County Administrator

Guest: Jim Weygand

Approval of Agenda:

- *Frank Foss / Jan Melchert* moved to approve the agenda of the Library Board meeting. Motion approved unanimously.

Approval of Minutes of Meeting:

- *Jan Melchert / Frank Foss* moved to approve the minutes of the January 10, 2023 Library Board meeting. Motion approved unanimously.

Public Comment / Introduction of Visitors:

- Brent Mareck, Carver City Manager
 - Mr. Mareck provided an update on developments and news in the City of Carver
 - Question: How is the City of Carver handling the growth in population and demand for services?
Answer: Through establishing a vision for Carver and through strategic planning
 - Question: What might library services look like in Carver in 20 years?
Answer: Carver uses an “other centered” approach to filling the need for some services such as library services. It was noted that the City of Carver is just 3 miles from downtown Chaska and the Chaska Library. Also noted that there is an ordinance that provides a minimum distance between branch libraries. And an affirmation was also provided that the Express Library system in Carver has been a good investment and is well used.
- No additional public comment.

Action Items

- Election for Officers
 - President
 - *Frank Foss / Alan Krueger* nominated *Charles Teh* for a second year
 - *Gwen Kuhrt* affirmed that this is *Charles*’ second year in his first term.
 - Motion approved unanimously

- Secretary
 - *Jan Melchert / Alan Krueger* nominated *Frank Foss*.
 - Motion approved unanimously

Unfinished and New Business

- Library Legislative Day
 - *Jodi Edstrom* reviewed date and logistics about Library Legislative Day
 - Held at the State Capitol on Tuesday Feb. 28
 - *Jodi* will coordinate transportation and schedule with any Board members who wish to attend
 - *Alan Krueger* expressed an interest in attending
 - Discussion of Regional Library funding
 - Background provided by *Jodi Edstrom* and by *Commissioner Udermann*

Administrative Reports

- Team Updates – Youth Services Team – *Patricia Leck*
 - *Trisha* has been the Chair of the Youth Services Team in 2022 and will again in 2023. She has worked in several positions in the Carver County Library for 8 years.
 - See written report that was provided in the Board packet
 - Spoken presentation at meeting included description of highlights from the past year, the programming initiatives, and teamwork to make all this work happen
 - Storytimes are provided as the earliest introduction to using libraries. May also be the return to libraries for some parents/grandparents/adults when they bring children. In 2022 over 37,000 attended the regularly scheduled storytimes at the 6 branches
 - Read, Stay, Play is a “passive” literacy and/or STEM program that provides prompts to learning. Thematically integrated with holidays, seasons, and other topics that may also be seen in other programs such as storytimes
 - Tails for Reading series in collaboration with Northstar Therapy Animals
 - “Diamonds” also include:
 - Continuation of virtual programming such as Monday Funday series that features content by both library staff and outside presenters
 - “Unfloating” easy reader books to be able to better provide access to book series
 - Virtual library card project expansion
 - Materials Booking Module project off the ground for the first year.
 - Summer Reading Program growth in 2022 and planning underway for 2023
 - Goals for 2023 include (but not limited to):
 - Reinvigorate the 1,000 Books Before Kindergarten initiative with additional funding from the Library Foundation
 - DEI (Diversity, Equity and Inclusion) project with collection and programming through the Dahlke Grant
 - STEM (Science, Technology, Engineering and Mathematics) project with collection and programming through the Dahlke Grant
- Budget update-
 - Discussion of the 2022 year-end wrap-up that will happen later in March with payment of credit card expenses, journal entries, and formal processes for year-end
 - Review of year to date in 2023

- Library Director *Jodi Edstrom* See enclosed.
 - Changes to circulation policies and parameters recently implemented
 - Note that the Carver County Library again reached 1,000,000 items checked out in 2022. This is a high rate of circulation for CCL
 - Review of all-staff goal for 2023.
 - Update reported by *Jodi* from *Nick Koktavy* that the Library Director position will be re-posted

Trustee and Commissioner Reports

- Chanhassen & Victoria
 - See written report. Comments provided by Branch Manager *Patrick Jones*
 - Lorna Landvik author program highlighted
 - Quilts highlighted
 - Storytimes with Ingrid and other staff also highlighted
- Chaska
 - See written report. Comments provided by Branch Manager *Jodi Edstrom*
 - “Music Together” program that correlates music and early literacy was successful
 - Winter Reads update
- Waconia, Watertown, Norwood Young America
 - See written report. Comments provided by Branch Manager *Paul Ericsson*
 - Update on first few meetings of the Next Chapter Book Club
 - Update on the Waconia Communities of Belonging initiative and survey
 - Update about appointment of Jacob “Jake” Manning to fill the vacant Operations Supervisor position
 - Comment from Board about the February issue of “Waconia Living” magazine with the cover article about the Waconia Library
- *Commissioner Udermann* provided a review of initiatives:
 - DEI
 - Chanhassen Villager Article to reach 100% broadband coverage and closing gaps
 - Food insecurity
 - MELSA Board
 - History Board
- *Alan Krueger* report
 - First meeting of “Last Thursday Chess Club” with goal to host chess tournament at Stiftungsfest
 - Foundation meeting schedule.
 - His role as the Treasurer for 2023

Media Packet:

- The Media Packet with copies of press materials was submitted in the Board Packet.

Next Meeting: March 14, 2023 at the Waconia Library Activity Room with virtual option on MS Teams.

Adjournment:

- *Frank Foss* / *Alan Krueger* moved to adjourn the meeting at 5:59 p.m. Motion passed unanimously.

Respectfully submitted by Paul Ericsson for the Library Board Secretary