

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Library Board Meeting
Victoria City Hall
January 10, 2023 4:30 p.m.

Call to Order: *Frank Foss* called the meeting to order at 4:30 p.m. A quorum was met. *Charles Teh* arrived at 4:40 and took over as Chair for the meeting

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

Library Staff Present: Jodi Edstrom (Interim Director and CH Branch Manager) ; Patrick Jones (CN/VC Branch Manager) ; Paul Ericsson (NYA, WT, WAC Branch Manager) ; Jeff Olmsted (Adult Services Team)

County Staff & Officials: Matt Udermann, County Commissioner (for a portion of meeting)

Not attending: Nick Koktavy, Assistant County Administrator ;

Guest: None

Approval of Agenda:

- Addition under new business for discussion of hybrid meeting option
- *Jan Melchert / Alan Krueger* moved to approve the agenda of the Library Board meeting with the additional new item. Motion approved unanimously.

Approval of Minutes of Meeting:

- *Gwen Kuhrt / Alan Krueger* moved to approve the minutes of the November 8, 2022 Library Board meeting. Motion approved unanimously.

Public Comment / Introduction of Visitors:

- No public comment.

Action Items

- None

Unfinished and New Business

- Library Promises
 - *Jodi Edstrom* reviewed the Library Promises that were an outgrowth of the 2023-2027 Strategic Plan that also pulled together input from staff.
 - Discussion of placement of Promises sign at building entrances
 - Discussion of how to measure success at meeting the Promises
 - The Library Promises to replace core values statement including update on web site. Motion approved unanimously
- Hybrid meetings
 - Gwen Kuhrt requested that meetings in February and March be offered hybrid
 - Discussion of logistics
 - *Frank Foss / Alan Krueger* moved to approve the changes to the Library Board meeting schedule. Motion approved unanimously

Administrative Reports

- Team Updates – Adult Services Team – *Jeff Olmsted*
 - Jeff had been the Chair of the Adult Services Team from 2020 to 2022 and has been a librarian at the Chaska Library for 17 years
 - Syrena Ethier from the Waconia Library is the new Adult Services Team chair in 2023
 - See handout provided at meeting
 - Described highlights from the past year, the programming initiatives, and teamwork to make all this work happen
 - Contributions of the Friends of the Library groups, the Library Foundation, Dahlke grant initiatives
 - Review of the elements of the Winter Reads program series
 - Discussion of incorporating virtual programming as a long term option for delivering programs and expanding the Library beyond the four walls
 - Positive impact of passive programming
 - Role of Carver County Library in the MELSA regional library system
 - Highlighting partnerships with other County departments and initiatives such as CareerForce, County Health and Human Services, County Parks and Recreation, County Environmental Center,
 - Review of Dahlke Grants for Health Literacy and the second year of the Seed Library,
 - Discussion of long-range goals for the Adult Services Team
 - Question: What was the number of attendees at the Nick Hornby virtual event?
Answer: Jeff & Jodi will provide a report back on that question.
- 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
 - Planning for 2024
 - Question about salaries.
Answer: There is one more pay period not included yet in Board report and also vacancies
- Library Director *Jodi Edstrom* See enclosed.
 - Question about circulation statistics
Answer that year-end circulation statistics are being run and not yet finalized
 - Review of current vacant positions: Shelves (2), Operations Supervisor Western, Chaska Associate Librarian, Community Engagement, Library Director.
 - Circulation updates including SMS text messaging
 - Question about weather-related closings including examples from recent storms
- Division Director's report - none

Trustee and Commissioner Reports

- Chanhassen & Victoria
 - See written report. Comments provided by Branch Manager *Patrick Jones*
 - Author visit programs highlighted
 - Victoria Friends booksale as a new event for that Friends group
 - New play learning station for children
 - Noon Years event

Trustee and Commissioner Reports continued

- Chaska
 - See written report. Comments provided by Branch Manager *Jodi Edstrom*
 - Noon Years event was cancelled due to staff shortage
 - Friends booksale adjacent to downtown community event
 - Arts Consortium collaboration with murals
 - “Gnome” get to know the Library passive program
 - *Jan Melchert* and others discussion about Chaska city building initiatives including possible new library
- Waconia, Watertown, Norwood Young America
 - See written report. Comments provided by Branch Manager *Paul Ericsson*
 - Update on building and furnishings projects
 - Update on the first event in the bi-monthly Next Chapter Book Club series that was successful, funded by the Dahlke Grant
 - Summer Reading Program planning well underway for summer 2023
 - Waconia Library partnering with Communities of Belonging initiative with Carver County Public Health. Their community survey is being run through Jan.22 with the Waconia Library providing a paper form alternative for those unable to complete online survey form
 - Watch for February “Waconia Living” magazine that will have a cover article about the Waconia Library
- *Commissioner Udermann*
 - None
- Alan Krueger report
 - NYA holiday extravaganza and Friends of the Library
 - Start of “Last Thursday Chess Club” with goal to host chess tournament at Stiftungsfest
 - Foundation had met. *Alan Krueger* is now the Treasurer for 2023
Question about income from donations in 2022 to Foundation.
Answer is that the report on income in 2022 is still being compiled

Media Packet:

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

Next Meeting: February 14, 2023 at the Church by the River in Carver.

Adjournment:

- *Gwen Kuhrt / Jan Melchert* moved to adjourn the meeting at 6:03 p.m. Motion passed unanimously.

Respectfully submitted by Paul Ericsson for the Library Board Secretary