

CARVER COUNTY LIBRARY SYSTEM
Minutes of the Regular Library Board Meeting
Victoria City Hall Council Chambers
January 9, 2024 at 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: Charles Teh ; Jan Melchert ; Gwen Kuhrt ; Dee McDonald.

Library & County Staff Present: Jodi Edstrom (Director) ; Kevin Spencer (CH Branch Manager) ; Patrick Jones (CN/VC Branch Manager) ; Paul Ericsson (NYA, WT, WAC Branch Manager) ; Syrena Ethier, Adult Services Team ; Kate Hull, County IT Dept ; Bob Lincoln, Library System Administrator

County & Officials: Matt Udermann, County Commissioner ;

Not attending: Tenley Rutledge ; Nick Koktavay, Assistant County Administrator ;

Guests: Dana Hardie, Victoria City Manager; Jim Weygand

Approval of Agenda:

- *Jan Melchert / Charles Teh* moved to approve the agenda of the January 9, 2024 Library Board meeting. Motion approved unanimously.

Approval of Minutes of Meeting:

- *Gwen Kuhrt / Jan Melchert* moved to approve the minutes of the November 14, 2023 Library Board meeting. Motion approved unanimously.

Public Comment / Introduction of Visitors:

- Dana Hardie, Victoria City Manager
 - Fast growing community
 - Highway 5 improvement will be funded. At 85% right now including County, MNDOT, Arb and other community partners. First significant improvements in 7 years
 - Legislative support
 - Impacts to downtown Victoria. Working closely with community partners on minimizing and handling impacts
 - How do we partner to offset disruption? Give people a reason to be here during disruption?
 - Branding. Open houses. Meetings. Listening. Two-way conversations. Community meetings will begin Jan 22.
 - Upgrades to other roads to create better “relief valves” for transportation. Improve intersections.
 - New Fire Station
 - Building is 44 years old. Appearance is deceiving. Also connected to water treatment plant
 - When all community growth is completed, Victoria will exceed Chanhassen, Chaska and Waconia in size. How to build facilities like Fire Station to be prepared for this large growth?

- Six acres purchased from Holy Family.
 - Possible additional satellite western station
 - Also offer programs and events from new fire station
 - Discussion of new trucks and equipment – 2028 – 2030 CIP
 - What will happen with existing building? Used for other City Public Works equipment storage. Maybe Utilities Dept. Flexibility for options
 - What are opportunities for the future of the Library?
 - Growth down toward 11 & 10, keeping characteristics of why residents love Victoria and avoiding “two different Victorias”
 - Citizen’s Academy interactive 5 week program on behind the scenes operations
- No additional public comments on other topics.

Team report

- *Syrena Ethier*, Chair of the Adult Services Team, provided a presentation about the work in 2023 of the Adult Services Team (see accompanying handout)
 - Strategic tasks
 - 13,000 adults attended events for adults in 2023, combination of in-person and virtual
 - Jobs and Small Business classes with high attendance in CCL compared to other MELSA Libraries
 - Adult Winter Reads. Review of the welcome packet to Winter Reads
 - Outreach events
 - Seed Library project
 - Health programs funded by Dahlke grant reached a new audience.
 - Art in April and Music in May program series.
 - Review of many community partners.
 - Written report distributed.

Action Items

- Introduction of Dr. Dee McDonald, new Library Board member representing Waconia
 - Works as VP of Enrollment Management at Crown College
 - Provided additional background
- Election of Officers
 - President
 - *Charles Teh / Jan Melchert*.nominated *Gwen Kuhrt* for the remainder of her term (1 year). Motion approved unanimously.
 - Secretary
 - *Charles Teh / Gwen Kuhrt* nominated *Jan Melchert*.
 - Motion approved unanimously.
- Chanhassen Storytime Project
 - See proposal in packet
 - Additional discussion about timing.
 - *Gwen Kuhrt / Jan Melchert* moved to approve the Chanhassen Storytime project with timing to be determined by branch staff. Motion approved unanimously.
- RFID Project Approval

- *Bob Lincoln and Kate Hull* reviewed project background and process for evaluating proposal
- Explanation of VDI and other technology requirements
- Discussion of time frame for project and completion of milestones
- *Jan Melchert / Charles Teh* moved to endorse the proposed RFID Project. Motion approved unanimously.

Unfinished and New Business

- Strategic Plan Update deferred
- Future/Potential Discussion Topics – No discussion

Administrative Reports

- Budget update-
 - Final budget & levy approved by County in December.
 - Additional funds to go to RFID project and other projects
 - Question about Dakota County recent news that are dropping fines. Discussion about possible change also for Carver County
 - Question and discussion about what was actual income from fines & fees
- Library Director *Jodi Edstrom*. See enclosed in Board packet.
- Division Director *Nick Koltavy*. No report.

Trustee and Commissioner Reports

- Chanhassen & Victoria
 - See enclosed in Board packet.
 - Highlight from report pg. 6 – Light up Victoria event
 - Pg 11 – Chanoleers event
 - New Years Eve event
- Chaska
 - See enclosed in Board packet.
 - Home Days holidays well attended
 - Thursday games highlighted
- Waconia, Watertown, Norwood Young America
 - See enclosed in Board packet.
 - Staff update with status of current open positions.
- *Commissioner Udermann*.
 - Affirmation of attending Library Board meetings at varying branch library communities
 - Review of diversity of county boards
 - Review of popular books, Libby eBook service,
 - Virtual Library Card project
 - Discussion of broader services and expanded access
- Library Foundation.
 - None

Media Packet:

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

Other comments

- *Charles Teh* comments about audio book series and other reading activities

- Question about replacement on Library Board for *Alan Krueger*.
Answer: this is being worked on and expect to have a candidate for next meeting.
- Thanks from *Jan Melchert* to *Charles Teh* for serving as Board President

Adjournment:

- *Jan Melchert / Gwen Kuhrt* moved to adjourn the meeting at 6:05 p.m. Motion passed unanimously.

Next Meeting: The meeting will be held in Carver City Hall, Rapids Conference Room, on Feb. 13, 2024, from 4:30-6:00 p.m.

Respectfully submitted by *Paul Ericsson* for the Library Board Secretary