

CARVER COUNTY LIBRARY SYSTEM
Minutes of the Regular Library Board Meeting
Victoria City Hall Council Chambers
March 12, 2024 at 4:30 p.m.

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

Board Members Present:; Jan Melchert ; Gwen Kuhrt ; Dee McDonald ; Stacie Lindquist ; Tenley Rutledge.

Library & County Staff Present:; Kevin Spencer (CH Branch Manager) ; Patrick Jones (CN/VC Branch Manager) ; Paul Ericsson (NYA, WT, WAC Branch Manager) ; Heather Wiegand (Collection Team) ;

County & Officials: Matt Udermann, County Commissioner ;

Not attending: Jodi Edstrom (Director) ; Nick Koktavy, Assistant County Administrator ; Charles Teh ;

Guests: Jackie Schulze, Waconia Assistant City Manager ; Jim Weygand.

Approval of Agenda:

- *Jan Melchert / Dee McDonald* moved to approve the agenda of the March 12, 2024 Library Board meeting. Motion approved unanimously.

Approval of Minutes of Meeting:

- *Jan Melchert / Stacie Lindquist* moved to approve the minutes of the February 13, 2024 Library Board meeting. Motion approved unanimously.

Public Comment / Introduction of Visitors:

- Jim Weygand,
 - Compliment to Chaska staff for tech assistance
- Jackie Schulze, Waconia Assistant City Manager
 - Provided a handout “2024 City of Waconia Highlights” along with a spoken presentation
 - Downtown construction Phase II.
 - Bids are coming in right now.
 - Favorable weather for early start
 - Two stages to be sure City square Park is not impacted during Nickle Dickle Day
 - Fire station construction – anticipate slow move-in with goal by fall
 - Hiring new Public Services Director with interviews April 3
 - Question and answer about details for downtown construction
 - Question and answer about population growth. Currently at 14,500. Expecting 20,000 by 2030. Already 20 new building permits in 2024 which is busy during slow winter months.
 - Question and answer about use of inclusive playground. The park is very busy.
 - Question and answer about business development. Examples of some restaurants that are possibilities. Expect business growth to catch up with residential growth.
- No additional public comments on other topics.

Team report

- *Heather Wiegand*, Chair of the Collection Team, provided a presentation about the work in 2023 and upcoming year 2024 of the Collection Team.
 - Written report in Board packet
 - Overall collection development
 - Diversity commitment
 - Use of data for collection development – statistics on age, usage, other factors
 - Saw positive increase in usage for collection areas that had recent additional, focused purchasing primarily from grant projects
 - Strategic goal tasks for 2024 reviewed (see written report)
 - Adult collection
 - Diversity audit –
 - Description of methodology
 - Lists of award winners comparison
 - Starred reviews comparison
 - Juvenile collection
 - Dahlke Grant project to increase DEI titles in storytime collection along with DEI programming
 - Questions
 - Question about bar chart 3% for DEI - what is industry benchmark?
Answer – we are developing this benchmark as vendors and industry do not have these benchmarks
 - What does DEI mean?
Answer: Diversity, Equity and Inclusion
 - Question & answer about dedicated generic email address to close the loop on communicating with patrons when they place a request via web form
 - Question and discussion about how could CCL have the largest STEM/STEAM collection in the metro or MN?
 - Question and discussion about collection size
 - Question and discussion about local author and/or self-published collection
 - Discussion and discussion about need for staff with MLIS degree
 - Comment from *Patrick Jones* about data driven approach to collection development along with financial support
 - Comment about usage of materials about mental health.

Action Items

- None

Unfinished and New Business

- None
- Future/Potential Discussion Topics – No discussion

Administrative Reports

- Budget update- *Paul Ericsson* reported for *Jodi Edstrom*
 - The rollover requests for 2023 have been submitted. Nothing out of the ordinary.
 - It is early in the year for 2024. Nothing noteworthy on the y.t.d. budget report

- Library Director *Jodi Edstrom* not present. See enclosed written report in Board packet.
- Division Director *Nick Koktavy* not present. No report.

Trustee and Commissioner Reports

- Chanhassen & Victoria
 - See enclosed in Board packet.
 - Highlight from written report include:
 - Victoria Living Magazine
 - District 112 “Hooked On Books” event at which Chan staff provided Book Bingo
 - Work also of the Library Assistants highlighted
- Chaska
 - See enclosed in Board packet.
 - 101st Birthday event for Chaska Library, especially noting connections of staff past & present
 - Also Hooked on Books participation
 - Seed Library rollout. Including Q&A about donations of seeds
- Waconia, Watertown, Norwood Young America
 - See enclosed in Board packet.
 - Library tri-fold and calendar of events recently provided to Waconia Welcome Wagon
 - Staff have been evaluating with the hope to implement scheduling software to provide efficiencies and more effective maintenance of staff schedules
 - Waconia Branch staff will host a table and display at the dual event Waconia High School Student Career Fair and the Waconia Chamber Community Expo
- *Commissioner Udermann.*
 - MELSA review – 103 individual libraries
 - Executive Director retired and new recruitment underway.
 - Discussion of qualifications and role of MLIS degree in relation to State law requirement
 - Change to State formula for funding
 - Strategic plan
 - Further discussion of MLIS degree requirement
- Library Foundation *Jan Melchert.*
 - No report. No meeting of the Foundation since last Library Board meeting

Media Packet:

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

Other comments

- None

Adjournment:

- *Jan Melchert / Staci Lindquist* moved to adjourn the meeting at 5:32 p.m. Motion passed unanimously.

Next Meeting: The meeting will be held on April 9, 2024 from 4:30-6:00 p.m. at the Chanhassen Library, Longfellow Room,

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