

## **CARVER COUNTY LIBRARY ADVISORY BOARD**

### **Our Mission**

To best serve the Carver County community, the library will be a provider of resources, spaces and experiences that enrich and empower people's lives.

April 9, 2024

Chanhassen Library, Longfellow Room

4:30 p.m. Regular Library Advisory Board Meeting

Board Members Present: Gwen Kuhrt, Jan Melchert, Daniel McDonald, Tenley Rutledge (Student Rep), Matt Udermann (County Comm. Liaison)

Library Staff Present: Jodi Edstrom (Director), Paul Ericsson (Western Branches Manager), Patrick Jones (Chan/Vic Branches Manager), Kevin Spencer (Chaska Branch Manager), Bob Lincoln (Library Systems Admin)

Guests: Kate Hull (County IT Project Manager), Jim Weygand

## **AGENDA**

### **1. Call to Order (Quorum: 3)**

*4:30pm, Kuhrt*

### **2. Agenda Review and Adoption**

*Melchert, McDonald - Passed*

### **3. Approval of the Minutes of the March 12, 2024 meeting**

*McDonald, Melchert - Passed*

### **4. Public Comment/Introduction of Visitors:**

#### **4.1 Public Input**

All meetings of the Library Board are open to anyone who may wish to observe the proceedings.

Non-Board members who wish to address the Board will be given the opportunity in the public forum for which time will always be designated within the agenda.

*No input from the public.*

### **5. Action Items:**

#### **5.1 Donation Policy Revision**

*Edstrom stated the policy revision is needed to address the cost of purchasing program incentives. In particular the cost of a single book exceeds \$5.00.*

*Kuhrt, Melchert – Passed*

*5.2 Youth Services SRP Incentives – Youth Services Summer Reading Program incentive amount increase to \$25/book or gift.*

*Melchert, Kuhrt – Passed*

#### **5.3 State Annual Report**

*Edstrom highlighted that there were 1.4 million items circulated, program attendance and meeting room usage increased, there were more library card registrations, and increased usage of digital resources from last year. Additionally, there is ongoing work to remove barriers to library resources such as the expanding virtual library card programs at county schools.*

*Melchert, McDonald – Passed*

## **6. Unfinished and New Business**

### 6.1. Collection and STEM Totals

*Jones reported back on updated STEM information from the collections report at the March 2024 meeting. STEM titles comprise 1/3 of our nonfiction collection, 9% overall. More budget will be allocated to juvenile and adult nonfiction for bolster the collection.*

## **7. Administrative Reports**

### 7.1. Team Updates – Tech Team-Bob Lincoln

*Lincoln and Hull reported on tech team accomplishments, including: Online patron registration, software updates, updates to how librarian recommendations are displayed online, and new credit card machines. In Progress: MNLINK update, Envisionware RFID hardware updates, TCP Humanity scheduling software, print release and PC reservation software, patron address verification, IP changes, updating phones to the county system, and updated switches.*

### 7.2. Budget Update – Jodi Edstrom (see IFS report enclosed)

*Edstrom reported that the approval process for budget rollover is still in progress. Also, the budget process for next year will begin within the next two months.*

### 7.3. Library Director-Jodi Edstrom (enclosed)

*Edstrom stated that this information will be used as library staff meet with each city's leadership. She thanked Susan Bernstein and Michelle Myers for their assistance in creating the report.*

### 7.4. ~~Division Director – Nick Koktavy~~

## **8. Trustee & Commissioner Reports**

### 8.1. Chanhassen and Victoria Libraries- Gwen Kuhrt

*Jones highlighted book bingo, puzzle swaps, and Games & Gathering programming at the Victoria branch. 71% of their circulated items are children's books. Chanhassen's children's print usage continues to increase, while adult media decreases.*

### 8.2. Chaska Library- Jan Melchert & Charles The

*Spencer reported on the success of the Murder Mystery event which enlisted Chaska HS students. Additional highlights were teen manga events, and master gardener storytime. He thanked the library assistants and shelver for their work.*

### 8.3. Norwood Young America Library- Stacie Lindquist

### 8.4. Waconia and Watertown Libraries- Dee McDonald

*Ericsson spoke to attending the Waconia HS career day and representing the library to 98 students, the Watertown Commission on Aging report, book sales, Prescription to Read, upcoming Artisan Fair in NYA with a costumed character from Twin Cities Public Television.*

**8.5. MELSA-Matt Udermann**

*Udermann reported on the MELSA legislative request to lift the MLIS degree requirement in hiring. He commented on the hope for increasing county park visits and for that number to be mirrored in library circulations. The county is also working on planning for 2050.*

**8.6. Library Foundation of Carver County- Jan Melchert**

*Melchert reported there will be a meeting this week that will focus on fundraising. Edstrom showed the tote bag that the Foundation is currently selling at all branches.*

**9. Correspondence/Additional info:**

**10. Media Packet-attached**

10.1. March 2024 press (enclosed)

*Edstrom reported on the closing of the Chaska and Chanhassen newspapers at the end of April, 2024. The county is investigating new publications.*

**11. Adjournment**

*5:39pm McDonald, Melchert – Passed*

*Submitted by Kevin Spencer*