



DRAFT
Northfield Library Board
MEETING MINUTES RECORD

Meeting: Regular Library Board Meeting

Date: February 10, 2010 **Location:** Library Meeting Room **Start Time:** 7:02 p.m. **Adjourn Time:** 8:42 p.m.

Members present: Barbara Altstaetter, Jerry Bilek, Bob Bruce, Char Carlson, William Gruszewski, Margit Johnson, and Betsy Spethmann.

Members Absent: None

Others present: Betsey Buckheit (City Council Liaison), Bill North (Friends of the Library), Philip Spensley (Arts and Culture Commission), Lynne Young (Staff Liaison) and Pat Stenglein (Clerical Liaison).

Item	Discussion/Conclusions	Action
Call to Order	At 7:02 p.m. Chair M. Johnson called the meeting to order.	
Approval of Agenda		It was moved by Bob Bruce and seconded by Barb Altstaetter to approve the agenda for February 10, 2010. All in favor. Motion carried.
Approval of Minutes		A motion was made by Char Carlson and seconded by Bob Bruce to approve the Library Board minutes of January 19, 2010. All in favor. Motion carried.
Reports		
Librarian's Report	<p>L. Young reported that we're seeing a slight decrease in January Circulation Statistics which could be due to the weather.</p> <p>She has been busy with grant applications.</p> <p>We are still in the process of moving materials and the empty spaces will all be filled with materials soon.</p> <p>The January concert was very well attended and the next one will be Saturday, February 13th. Mini Golf is on February 21st.</p> <p>L. Young has been in correspondence with a variety of Minnesota Book Award authors and Siri Hustvedt for the fall events.</p>	
City Council	<p>B. Buckheit reported that they're moving closer to annexation of 465 acres from Bridgewater Township.</p> <p>The Council has delayed the decision on how the City will finance the building projects until May. They would like to compile more information before they take the projects to the public. There is a possibility of a referendum.</p> <p>They are waiting to see if there will be any if further unalottment from the State before they finalize the City budget.</p>	
SELCO	B. Bruce had nothing to add to his written report.	

Item	Discussion/Conclusions	Action
	Library Board members will be receiving a copy of the SELCO Annual Report in the mail.	
Friends of the Library	<p>Bill North reported that Friends memberships have increased to over 210 families and individuals. They have \$24,000.00 net, \$1,500.00 for the centennial, and a \$500.00 nest egg for the expansion.</p> <p>Their annual meeting and the election of part of their board will be March 9th. Cary Griffith, author of <i>Opening Goliath</i>, will be the guest speaker.</p> <p>The Friends will continue to support the Library through fundraising possibly coinciding with the summer reading program and the fall Spelling Bee.</p> <p>B. North will be on KYMN in March promoting Caves and Concerts.</p>	
Planning Committee	M. Johnson reported for J. Shoger. The committee talked about the integrated vehicular parking mandate from the City Council. They discussed the possibility of combining resources with the Streetscape Task Force, which may use up to half of their coffers for parking issues.	
Financial Resources Committee	B. Gruszewski inquired whether there is a need to search for a receptacle to hold funds in the near future. M. Johnson thought that Library Strategies will help the Board set up a foundation.	
Partnership and PR Committee	<p>B. Altstaetter reported that L. Young met today with Hayes Scriven and the student that will be working on the DVD.</p> <p>The interviews will all be on the Centennial blog by Monday the 15th.</p> <p>B. Altstaetter is working to find a band for the April 25th party. April 25th is the same date as the 1910 dedication celebration. It was suggested that they end the party with the same song that was played 100 years ago, titled "America", or "My County Tis of Thee."</p> <p>L. Young put in a grant application to SELCO for the DVD and the Celebration.</p>	
Arts and Culture Commission	<p>P. Spensley reported the Commission has established a fund seeking task force dedicated to seeking outside funding to the City. They are also seeking funding for a collaboration of artists and groups for:</p> <ol style="list-style-type: none"> 1. Public Art 2. Historical and Cultural Identification 3. City Design 	
Mayor's Youth Council	No report.	
Report from the Chair	M. Johnson asked for assistance with the February 13 th concert. B. Altstaetter will be picking up the cake and coffee. Help is still needed for set up at 5:00 p.m. and	

Item	Discussion/Conclusions	Action
	<p>clean up afterwards.</p> <p>Tripp Rider is working on getting T. J. Stiles, National Book Award author of <i>The First Tycoon; the Epic Life of Cornelius Vanderbilt</i>, for a presentation. On April 10th Alison McGhee will be at the Arts Guild and Brad Zellar will be at the Library doing writing workshops. Jerry Bilek is in contact with Lincoln Child for a date in July.</p>	
New Business		
Elect officers and appoint committees	<p>Proposed officers Chair: Margit Johnson Vice Chair: Jan Shoger Treasurer: Bill Gruszewski Secretary: Barb Altstaetter</p> <p>Committee appointments Committees:</p> <p><i>Financial Resources:</i> B. Gruszewski (chair), Char Carlson, and Bill North or other FOL rep.</p> <p><i>Planning:</i> Jan Shoger (chair), Betsy Spethmann, Bob Bruce, Keith Covey, and Sean Hayford-O’Leary</p> <p><i>Public Relations:</i> Barb Altstaetter (chair), Jerry Bilek, and Adam Gurno</p> <p><i>Fundraising Feasibility Study Group with Library Strategies of St Paul:</i> Jan Shoger (convener), Bill Gruszewski, Margit Johnson (board members), Tim Braulick (FOL member), Patsy Ophaug, Brett Reese, Carol Cowles, Peter Dahlen (community members), Sue Hall, Lynn Giovannelli, Judy Kirk, Peter Pearson (Library Strategies consultants), and Lynne Young (Library Director)</p>	It was moved by Bob Bruce and seconded by J. Bilek to cast a unanimous ballot. All in favor. Motion carried.
Approve 2009 gift list	L. Young presented the 2009 Gift and Grant List to be submitted to the City Council and added two gifts that came in at the end of the year.	Sent to the City Council for formal acceptance.
Discuss ideas for handling parking issues with an expanded building	<p>The Planning Committee presented for review and approval, a recommendation to the Streetscape Task Force. It was decide to add the address of the Washington Street apartment building in the first paragraph and to change the word “lot” in the second paragraph to “facilities.” The recommendation reads:</p> <p>The Northfield Library Board supports the Streetscape Task Force’s interest in acquiring the apartment building at 304 Washington Street S. as a first step toward increased municipal parking and an integrated vehicular parking plan for the expanded library.</p> <p>The Board believes that securing that property will provide the city the greatest degree of flexibility in</p>	It was moved by B. Bruce and seconded by Char Carlson to approve the Recommendation for the Library Board support of the acquisition of 304Washington St. S. for parking facilities by the Streetscape Task Force as amended. Motion carried.

Item	Discussion/Conclusions	Action
	designing a larger, more efficient parking facility. Because the design for the proposed library expansion has yet to be determined, acquiring the property along Washington Street keeps all options open.	
Discuss attendance at Library Legislative Day, February 24	L. Young recommended attending Library Legislative Day on Wednesday February 24 th as an opportunity to meet face to face with our legislators.	
Old Business		
Update on plans for centennial celebration/response to first Centennial Concert	M. Johnson presented the updated centennial plan. The first concert was attended by close to one hundred people.	
Review 2010 work plan	L. Young made a few changes and updates. National Library Week is in April, planning in March. The Planning Committee will work with the Long Range Plan. The Board retreat will be in April. Char Carlson would like an accompanying calendar that shows all meetings and Centennial events.	
Review Legacy Fund grant application for the Carnegie Celebration and historical brochures	The Legacy Fund applications were included in the packet. The grant for the Community Anniversary Celebration was submitted to SELCO. A grant application to create a very nice brochure about the Library written by Bruce Colwell for the centennial was submitted to the Minnesota Historical Society.	
Update on Centennial brochure inserts	L. Young passed around the first draft of the new informational insert for the Welcome brochure, listing hours, fines, and lending periods for review. There will also be inserts for donations, perhaps with the Friends.	
Other		
Adjourn		
Adjourn the meeting	Time: 8:42 p.m.	It was moved by J. Bilek and seconded by B. Altstaetter to adjourn the meeting. All in favor. Motion carried.

Submitted by Pat Stenglein, Clerical Liaison