



Northfield Library Board MEETING MINUTES RECORD

Meeting: Regular Library Board Meeting

Date: January 19, 2010 **Location:** Library Meeting Room **Start Time:** 7:22 p.m. **Adjourn Time:** 8:45 p.m.

Members present: Bob Bruce, Margit Johnson, Betsy Spethmann, Adam Gurno, Bill Gruszewski, Barbara Alstaetter, Jerry Bilek, Jan Shoger and Char Carlson.

Members Absent: None

Others present: Philip Spensley (Arts and Culture Commission), Lynne Young (Staff Liaison) and Kathy Rush (Clerical Liaison).

Please note: The Library Board was present at the City Council Meeting from 7:00 pm to 7:15 to hear the declaration that 2010 shall be known as the Carnegie Centennial Celebration year in Northfield.

Item	Discussion/Conclusions	Action
Call to Order	At 7:22 p.m. Chair M. Johnson called the meeting to order.	
Approval of Agenda		It was moved by B. Bruce and seconded by B. Alstaetter to approve the agenda for January 19, 2010. All in favor. Motion carried.
Approval of Minutes	Date on the draft minutes should be December 15 th not the 16 th . Under the Partnership and PR Committee report it should read "Historical Society team" instead of "High School team".	A motion was made by J. Shoger and seconded by B. Bruce to approve the Library Board minutes of January 15, 2010 as amended. All in favor. Motion carried.
Introductions	Three new Library Board Members, Char Carlson, Adam Gurno and Betsy Spethmann were introduced.	
Reports		
Librarian's Report	L. Young reported that it was one of the busiest Decembers on record for the library. Staff weeded thousands of books and reorganized different areas of the library. Circulation exceeded 400,000 for the year. Rice County Commissioners will be touring the library on January 26 th at 10:30 am. Board members are encouraged to be present.	
City Council Report	There was no report due to City Council Meeting held at the same time.	
SELCO	B. Bruce did not have anything to add to his written report.	
Friends of the Library	No Report	
Planning Committee	J. Shoger reported that the Planning Committee did not meet but the Fund-Raising Feasibility Study Team met twice. This team is made up of	

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	<p>the consultants, Northfield business people, library board members and Friends of the Library members. They will report in June as to how much they believe can be raised privately for a library addition.</p>	
Financial Resources Committee	<p>B. Gruszewski reported that he is a committee of one. He was hoping one or more of the new board members would join this committee.</p> <p>B. Gruszewski suggested that we use information from the FAQ that was put together recently in monthly centennial articles for the paper.</p> <p>B. Gruszewski reported that he was working on contacting the American Center for Philanthropy. He is looking for a place to invest large endowment gifts to the library. They charge a 1% administration rate. They are also looking at setting up a library foundation or having the library friends assume this role.</p>	
Partnership and PR Committee	<p>B. Altstaetter reported that the committee with help from Kathy Ness is working on the Centennial celebration details.</p> <p>Kathy Ness created a flyer to advertise our centennial concert series. She is also working on a centennial logo and slogan.</p> <p>Sean Hayford O'Leary has begun his work uploading the library video stories (approximate 72) to our Centennial Blog. Once that work is done, they plan to have links from northfield.org as well as a link from our own library website.</p> <p>The library staff is planning to issue a "READ 50 (or 100) BOOKS" challenge during our Centennial year.</p>	
Arts and Culture Commission	<p>P. Spensley reported that they are getting organized with a new board and are continuing to work on the projects that they have reported on at prior meetings.</p>	
Mayor's Youth Council	<p>No report</p>	
Report from the Chair	<p>M. Johnson reported that the Planning committee was working on ways the library can use the space as efficiently as possible until the building can be expanded. Moving collections around in the library and weeding as well as possibly using the bookmobile as a mobile branch library has been suggested.</p> <p>The YMCA has started a fundraising feasibility study also and they are looking to build an 8 million dollar building.</p>	

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	<p>M. Johnson has assembled a media packet that that explains the activities that are being planned for our centennial celebration. We are celebrating the past and looking at a capital campaign in the future.</p> <p>M. Johnson is looking for volunteers from the library board to help with the monthly music events that will be held in the library. Help is needed for set-up, picking up cake/coffee and take down.</p>	
New Business		
Discuss and approve an amendment to the library board by-laws	Due to the change in the City Council Meeting schedule it was suggested that the Library Board amend their by-laws so as to not having a set meeting date. The amendment would say that the “regular monthly meeting of the Library Board shall be determined by the board at the organizational meeting, to be held annually”.	It was moved by B. Bruce and Seconded by A. Gerno to amend the Library Board By-Laws. All in Favor. Motion carried.
Review Draft 2010 work plan	The board looked at the draft work plan for 2010. March 2009 Legislative day needs to be removed and add discussion of a Library Foundation to next month. This is an overview of what the board will be doing. It is a guide from month to month that can be adjusted as the year goes.	
Old Business		
Update on plans for centennial celebration	M. Johnson reported that there are 9 concerts set up for the year. They are also working on the birthday party with the Northfield Arts Guild on April 25 th .	
Discussion of Legacy Fund Grant Applications	L. Young had a draft of an application for funding for the Art in the Park program being considered.	
Response to Mayor about 2010 goals	Mayor Rossing asked each board to report about their achievements in 2009 and goals for 2010. M. Johnson listed improved communication with the Mayor and City council in 2009 through monthly memo’s and three separate meetings. The new business center in the library and the laptops were included as achievements.	
Other		
Adjourn		
Adjourn the meeting	Time: 8:45 p.m.	It was moved by B. Bruce and seconded by B. Gruszewski to adjourn the meeting. All in favor. Motion carried.

Submitted by Kathy Rush, Clerical Liaison