

AUSTIN PUBLIC LIBRARY BOARD MEETING

April 10, 2023; 4:30 p.m.

Chairperson Melissa Bonorden called the regular meeting of the Austin Public Library Board to order at 4:30 p.m., on Monday, April 10, 2023, at the Austin Public Library.

PRESENT: Melissa Bonorden, Kristi Beckman, Sue Grove, Ted Hinchcliffe, Nitaya Jandragholica

ALSO PRESENT: Julie Clinefelter, Sara Steinhoff, Jeff Austin

ABSENT: Gema Alvarado-Guerrero, Jwokamer Debock, Shannon Lysne, Stephanie Postma

AGENDA:

Kristi Beckman moved to approve the agenda; Sue Grove seconded. Motion carried.

MINUTES:

A motion was made by Ted Hinchcliffe, seconded by Nitaya Jandragholica, to approve the February 13, 2023, meeting minutes as presented (a quorum was not present for the March 13, 2023, meeting). Carried.

EXPENSES AND FINANCE REPORTS:

A motion was made by Sue Grove to approve expenditures and accept the finance reports for February 2023 and March 2023. Ted Hinchcliffe seconded the motion. Motion carried by unanimous roll-call vote.

SELCO REPORT:

Sue Grove provided an update on a potential merger of SELCO and SELS, which was discussed at the last SELCO board meeting. She noted there are a number of details involved and many groups that need to provide approval, so SELCO's executive committee will continue to consider all the relevant factors. Sue also reported on the continuing advocacy efforts, noting the RLBS funding formula is present in the Governor's budget and will hopefully gain legislative approval. Sue advised her term on the SELCO board is up in July, so a new representative for Mower County will need to be appointed.

CITY/COUNTY LIAISON REPORTS:

Jeff Austin reported the City Council will be considering proposed "Rules of Procedure and Code of Conduct of City Council" at tonight's council meeting. Board members were provided with a copy of the proposed document, and discussed the intent and implications of the new Rules. Julie noted this was partially a result of the mediation discussions that occurred last fall between the Park & Rec Board, Library Board, Council members and the City Administrator, and advised the new Rules are intended to clarify lines of communication and provide a definitive structure for discussion.

The County Board of Commissioners liaison was not present.

OPERATIONAL REPORT:

Julie Clinefelter provided a written report prior to the board meeting, and discussed the following items:

Reopening with new hours:

Julie Clinefelter thanked Sue Grove and Ted Hinchcliffe for assisting with staff re-orientation on the new service desk. She noted the shortened hours in February and March were beneficial in onboarding the new technology coordinator and library assistant, and in getting training completed for all staff on the new desk.

Networking:

Julie advised she presented at the retired teachers' association meeting last week and will continue presentations to community groups over the next few months.

Construction Update:

Construction projects are on track, with doors arriving this month (originally expected in June-July).

Staffing:

Julie noted the library is now fully staffed with the regular positions, but is in need of a few more part-time pages and clerks.

Administration

Clinefelter advised the Annual report was completed and submitted to the Minnesota Department of Education, and will be provided to the Board for review prior to the April meeting.

Julie also noted she and Sara Steinhoff went to Anoka County's Crooked Lake Library to view their Charlie Cart for meal/food prep programming. She advised the purchase price of the cart includes a full elementary-education-level curriculum for cooking programs and that Hormel is still interested in providing funding.

Julie reported Jim Stiles visited to evaluate the library's decorative plants and advised they are in fairly good shape, but several need repotting, which Julie and Librarian Courtney Schmitt will do.

Julie stated an additional administrative project will be to procure furniture and signage for the new areas, as well as for the CIP purchases for 2023, and she and Sara will begin reviewing the budget and available options for those items.

Programs and Library Partners:

Julie noted Youth Services Librarian Salie Olson has the Summer Reading Program almost ready to go, and funding assistance has been requested from the Friends of the Library.

Clinefelter also advised the Ladies Floral Club will begin meeting at the library going forward, and the Friends Book Sale preliminary revenue was close to the amount from last spring, but the final total is not yet available.

OTHER BUSINESS: None.

CITIZEN COMMENTS: None.

BOARD COMMENTS:

Kristi Beckman inquired about page/clerk position requirements, especially in regards to hours, so she can reach out to her contacts for possible candidates. She also requested having the Technology Coordinator meet with the school district's Success Coaches in regards to potential for Tech Tutor sessions for parents, and/or having him available during the fall registration sessions at the library.

Beckman also noted the French story time the previous week went really well and many kids volunteered to read out loud. Kristi is working with Salie Olson to have the next multi-lingual story time session in Karenni. Julie noted this is an important activity for both those who attend to listen and for the volunteer readers.

ADJOURNMENT:

Ted Hinchcliffe moved to adjourn at 5:15 p.m.; Kristi Beckman seconded. Motion carried.

Respectfully submitted,
Sara Steinhoff, Recording Secretary

NEXT BOARD MEETING – Monday, May 8, 2023, 4:30 p.m.