

Dakota County Library Board
January 8, 2009
5:30 pm
Dakota County Wescott Library

Present: Ms. Johnson, Ms. Zenk, Mr. Pogatchnik, Ms. Kes, Mr. Larsen, Mr. Duling, Mr. Olson

Library Staff: Ken Behringer, Library Director; Roseanne Byrne, Deputy Director; Eric Austin, Northern Cluster Manager; Kathy Peterson

Other County Representatives: Commissioner Nancy Schouweiler; Tom Novak, PS&R

Mr. Olson called to order at 5:30 pm and Mr. Behringer took Library Board members on a tour of the newly remodeled and reopened Wescott Library.

Approval of Consent Agenda: (item 4) Mr. Behringer stated that the year was off to a good start with self-checks being as high as 85% at the Wescott Library. Mr. Pogatchnik moved and Ms. Kes seconded that the consent agenda be approved. Motion passed unanimously.

Director's Report: (item 5) Mr. Behringer reported that Robert Trail Library and License Center is on track to open February 9. There will be a small gathering and ribbon-cutting at 4:30 p.m. before the Library Board holds its next meeting at Robert Trail on February 12, 2009.

Budget concerns and the Dakota County hiring freeze continue to be considered in the operation of Dakota County Library. The library is carefully watching revenues and expenses as we head into 2009. Once the impact of state reductions are understood, Dakota County may experience some general reduction of county services. The library expects it may be part of that process and is looking at ways to realign services with the assumption that open positions are not being filled for at least the foreseeable future.

Mr. Behringer informed the Library Board that he has scheduled an interview with Hennepin County.

(item 6.a.and b.) Election of Library Board President and Secretary:

Mr. Pogatchnik nominated Mr. Olson to be re-elected Library Board president. Mr. Duling seconded the nomination. Ms. Zenk moved that nominations cease. Mr. Olson was unanimously re-elected as president.

Mr. Pogatchnik nominated Ms. Kes for Library Board secretary. Mr. Duling seconded the nomination. Ms. Zenk moved that nominations cease. Ms. Kes was unanimously re-elected as secretary.

Mr. Novak reported that Commissioner Schouweiler will continue as the Library liaison and that Mr. Duling and Mr. Larsen were each re-appointed to terms on the Library Board. Mr. Olson expressed the Library Board's appreciation to Commissioner Schouweiler for her support as the County liaison.

(item 6.c.) Consideration of Vendor Responses to RFP for Periodical Services: Mr. Behringer explained the responses that System Services Manager Mary Johnson received from four companies. Each vendor was scored on price, service and completeness of application. WT Cox provided a very complete RFP response and scored the highest of the four. Mr. Behringer recommended that the Library Board authorize staff to finalize a contract with WT Cox. Motion was made by Mr. Pogatchnik, seconded by Mr. Larsen and passed unanimously.

(item 6.d.) Consideration of Draft Proposal to Solicit Vendors for Coffee services at the Wescott Library: Mr. Behringer reported that the public has expressed much interest in the presence of a coffee vendor at Wescott and that staff is very positive and supportive, also. He recommended that the Library Board authorize staff to release the document that he and Administrative Services Manager Paul Deaven and the County Attorney's Office have prepared a document to solicit potential vendors for this service. If released, he will report on results at the next meeting.

Mr. Pogatchnik so moved to adopt Mr. Behringer's recommendation, Ms. Johnson seconded and the motion passed unanimously.

(item 6.e.) Authorization to release *Request for Proposals for Services Related to Acquisition of Library Materials*: Mr. Behringer explained that, since the State of Minnesota will not be renewing its general contract with our primary library materials vendor in 2009, Dakota County needs a formal RFP process to select its own vendor to provide materials for the libraries. It is the Library's intention to solicit bids from major providers of library materials over the next few months. The selection process will include an evaluation of responses that is as attuned to professional service as it is to price. The full draft of the document is at the County Attorney's office. The Library Board gave approval to go forward with the release of the document.

(item 6.f.) Update on the Wescott Library Remodeling: The Library Board expressed appreciation for the better use of light and space within the Wescott remodel but also had a sense of disappointment at the "unfinished and unprofessional" look to some aspects of the project. Mr. Behringer said he would speak to the architects and Joe Lexa, the project manager and hopefully have some answers by the next meeting.

(item 6.g.) Update on Opening Preparations for the Robert Trail Library and License Center: Plans are for the library to open February 9 with a small party for the Library Board and community on February 12, 2009.

There were no further items to discuss; therefore, Mr. Duling moved and Ms. Zenk seconded a motion to adjourn. Motion carried. The meeting was adjourned at 7:15 pm.

Next meeting will be February 12, 5:30 pm at the Robert Trail Library in Rosemount.

Don Olson, Library Board President

Anita Kes, Library Board Secretary