

**Dakota County Library Board**  
**July 9, 2009**  
**5:30 pm**  
**Dakota County Pleasant Hill Library**

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

Library Staff: Ken Behringer, Library Director; Roseanne Byrne, Deputy Director; Kathy Peterson, admin staff; Allan Cotter, Cluster Manager I; Nancy Wisser, Western Cluster Manager; Naomi Golv, Cluster Support Manager; Lee Schubert, Central Cluster Manager; Roger Parish, Circulation Supervisor

Other County Representatives: Commissioner Nancy Schouweiler

President Olson called to order at 5:40 p.m.

**Approval of Consent Agenda:** (item 4) Commenting on the consent agenda, Mr. Behringer said that circulation continues to be “through the roof” despite the fact that many branches are short on shelvers. 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 the library has received a \$21,400 award from Dakota-Scott Workforce to hire temporary employees for shelving help during the summer. There are many good candidates in the pool and they will be hired at the Shelving Assistant level.

Dakota County has a goal of 5.25% decrease in personnel costs for every department. Based on positions affected by the hiring freeze, the Library has met that standard for 2009. Mr. Behringer anticipates that will also be the target for 2010.

Mike Turbes and the Technology Department have completed implementation of the email pre-notification function within Horizon and the reaction thus far has been very positive.

The Board discussed with Mr. Behringer the issues raised by a resident concerning, what she considered, loud, disruptive behaviors in the libraries. He said that rules of behavior will be posted as soon as the signage is ready from County Communications and that “we will do what we can” to maintain a balance of needs and services and to help staff facilitate in situations as needed.

Mr. Cotter welcomed Board members. He said that Summer Reading Clubs have a record number of participants, the Root Beer Float party produced lots of community involvement, the Hastings Reads event was very popular and that circulation was up 10% from last year. He and Mr. Behringer agreed that Pleasant Hill was really “caught” in the hiring freeze but that with flexible and dedicated staff, they have made things work within the Cluster system.

**(item 6.a.) Consideration of Policy to Write Off Uncollectable Fines and Fees:** Following from the June Director’s Report and discussion, Mr. Pogatchnik moved and Ms. Johnson seconded that accounts with no activity for five years and owing less than \$25 be removed from the Horizon system. Motion passed unanimously.

**(item 6.b.) Update on Remodeling Discussions for Burnhaven Library:** Mr. Behringer and Commissioner Schouweiler reported that the preferred options for the Burnhaven remodeling will be re-presented to the AF&P within the next two months. They felt that, with additional information built into the presentation, the Library Board’s recommendations will be well-received.

**(item 6.c.) Continuation of Budget Discussions for 2010:** Mr. Behringer reported that there was little new information since the June meeting about projections for the 2010 budget. Board members were provided with copies of the inventory and assessment questionnaires for the library. The forms, developed by the Office of Planning and Analysis, were completed by all departments and will be used by County Administration in crafting budget recommendations for 2010 to the County Board.

**Other:** President Olson raised the issue of the branding process and “Come to Know.” Further clarification was needed as to what publicity pieces needed the logo and who is responsible for making sure it is applied. Mr.

Behringer said there was progress toward a much-needed consistent image and that he would continue to help clarify the issue for staff. Ms. Byrne said that many good things were coming out of the process and that patience was still needed by all. Mr. Behringer mentioned he would raise these concerns in upcoming meetings with Communications Department staff.

Ms. Byrne also reported on a grant that was received from the Friends of the St. Paul Library to help fund programs and on the successful publication of this year's poetry booklet.

There were no other items to discuss or questions.

Ms. Kes moved and Mr. Larsen seconded that the meeting be adjourned. Motion passed unanimously. The meeting was adjourned at 7:15 p.m.

Next meeting is scheduled for August 13, at Farmington.

---

Don Olson, Library Board President

---

Anita Kes, Library Board Secretary