

Dakota County Library Board  
February 11, 2010  
5:30 pm  
Dakota County Wescott Library

Present: Ms. Berggren, Ms. Kes, Mr. Duling, Mr. Pogatchnik, Ms. Zenk

Library Staff: Ken Behringer, Library Director; Roseanne Byrne, Deputy Director; Eric Austin

Others in attendance: Commissioner Schouweiler, Tom Novak, PS&R

In the absence of President Larsen, Secretary Kes called to order at 5:33 p.m.

**Approval of Consent Agenda:** (item 4) Mr. Behringer said he had been advised by the County Attorney to highlight to the Library Board the Brodart invoice that is in the bill list. The Library has a contract with Brodart for one year -- with up to two subsequent one year extensions. Payment of this invoice will formalize the first extension and start the second year of the contract. Mr. Pogatchnik moved and Ms. Berggren seconded that the consent agenda be approved. Motion passed unanimously.

**Director's Report:** (item 5) Mr. Behringer reported that the energy meters donated by Dakota Electric were very popular.

He commented on a County newsletter article about library services. Commissioner Schouweiler said that she had talked to Communications about the nature of library work and highly valued staff. She noted that delivery of library services is "people intensive" and expensive due to staff expertise.

Mr. Behringer mentioned that he recently dealt with several customers who had expressed concerns about replacement costs for lost items. He assured them we identify the best price for materials through a *request for proposals* process that evaluates potential vendors. The Board thanked him for his communications with the public.

While vacant positions still exist within the organization, the Library recently received authorization to hire substitute information assistants and shelving assistants who will be paid through its Pooled Labor account.

Summer Reading Club letters are being sent to previous libraries donors explaining new focus tied to literacy. The letter notes that donors of \$250 or more will be highlighted in the summer calendar and related publicity

The latest staff newsletter listed many Library employees with extended years of service. Mr. Behringer asked Employee Relations to calculate the annual turnover rate for Library employees. Our average was .08% compared to 4.5% for the County as a whole. Longevity is indication that DCL is a good place to work

Community Connections staff and others associated with programming efforts are planning a set of programs to be paid for through state Legacy Funds. Programs being considered include several from the Guthrie Theater. Work is also continuing on a children's daylong event involving local artists and performers. Staff is reviewing the possibility that the event could be held at the Burnsville Performing Arts Center.

The Annual DCL Board is retreat April 17, 2010. We will discuss agenda proposals and options at the March and April meetings.

**(item 6.a.) Annual Report from the Dakota County Library Foundation:** Dakota County Library Foundation President Robert Fors spearheaded a successful, year-end fund raising campaign. A report of 2009 Foundation activities was presented to the Library Board.

**(Item 6.b.) Update on Burnhaven Library Remodeling Project:** Mr. Behringer reviewed the project update. The Dakota County Board of Commissioners, sitting as the Committee on Administration, Finance and Policy, discussed the project and voted to approve the schematic design plans as submitted by Wold. The motion also approved a change in contract with Wold to include the addition of the License Center in the remodeling project. There is no firm news on the temporary location. The project does not currently have funds budgeted for site rental fees. Projected schedule now shows a late August 2010 closure with reopening in April 2011.

**(Item 6.c.) Consideration of Re-instituting Visits with Friends of the Library Groups:** The Board did a series of visits with Friends groups in 2008. Mr. Behringer proposed that the Library Board hold similar sessions in 2010. Friends representatives at each branch library will also be given time for comments on the agenda. Mr. Duling moved and Mr. Pogatchnik seconded the proposal. Motion passed unanimously.

**(Item 6.d.) Consideration of Responses to the Request for Proposals for Coffee Services at Wescott Library:** Mr. Behringer outlined the process used to select the proposed vendor for the coffee services. Wescott Friends President Darcy Schatz participated in the review process with four Library staff members. Each independently agreed that the proposal from McLean-Leidman had the highest score. Mr. Behringer proposed that McLean-Leidman be selected by the Library Board as the preferred vendor. He noted that background checks on the partners were completed and the team's business plans had been reviewed. The County Attorney's office will draft a contract proposal for a one year agreement with the prospect that the parties may renew for up to two more years by mutual consent. This draft contract will be presented to the McLean-Leidman team for their review and comment. Library staff will also work with Facilities management on a plan to renovate the coffee service space to meet appropriate state and city building codes. Staff anticipates the service may open in May or June 2010. Ms. Zenk moved and Ms. Berggren seconded the proposal that the Library enter contract discussions with McLean-Leidman for provision of coffee services. Motion passed unanimously.

**(Item 6.e.) Request for Reconsideration of "Ghost Radio":** Mr. Pogatchnik moved and Ms. Zenk seconded that the item remain in the collection. Motion passed unanimously.

**Other:** Eric Austin reported on Wescott activities related to the coffee shop, Legacy Fund programming and a collaboration project with the Children's Museum. A question was raised about his assessment of the functionality of Wescott Library building following the recent remodeling project. Mr. Austin and Ms. Byrne spoke of strong public satisfaction with the design and effort. Mr. Austin also mentioned that the new service desk worked well and helped increase operating efficiency.

Ms. Byrne brought copies of the MinnPost article by Lindsey Dyer about book clubs and an article in the *Farmington Independent* on the *Read to Me Club* and the work of Farmington Librarian Cathy Maguire

Ms Zenk reported on the public art project at Robert Trail. She said there were three finalists being considered by the selection committee.

The next Library Board meeting is March 11 at the Robert Trail Library and License Center in Rosemount. It will follow a 5 p.m. reception with the Friends Group.

There were no other questions or topics to discuss. Ms. Zenk moved and Ms. Berggren seconded that the meeting be adjourned. Motion passed unanimously. Ms. Kes adjourned the meeting at 6:48 pm.

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Paul Larsen, Library Board President

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Anita Kes, Library Board Secretary