

**Dakota County Library Board**  
**July 8, 2010**  
**5:30 p.m.**  
**Dakota County Pleasant Hill Library**

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

Library Staff: Ken Behringer, Library Director; Roseanne Byrne, Deputy Director; Kathy Peterson, admin staff; Nancy Wisser, Western Cluster Manager; Naomi Golv, Cluster Support Manager; Lee Shubert, Central Cluster Manager; Allan Cotter, Manager Pleasant Hill Library

Others in attendance: Commissioner Liz Workman; Tom Novak, PS&R

President Larsen called the meeting to order at 5:30 p.m. after a reception for the Friends of the Pleasant Hill Library.

**Approval of Consent Agenda:** (item 4) Mr. Pogatchnik moved and Ms. Zenk seconded that the consent agenda be approved. Motion passed unanimously.

**Director's Report:** (item 5) Mr. Behringer introduced Mr. Cotter, who introduced and thanked the members of the Friends of the Pleasant Hill Library. Mr. Cotter noted that Pleasant Hill has a "daily presence" of Friends with their involvement and support of book sales, summer reading club, decorating and the root beer float event. He also complimented his staff for their hard work and willingness to cover hours and do what needs to be done. He was said that the recent cluster structure is helpful in filling gaps in staffing. There was brief discussion about the "rock garden", how it alleviates runoff from icing up on the sidewalk. Ms. Byrne complimented Mr. Cotter on his ongoing connections with the community and for his leadership.

Mr. Behringer reported that the cost of the coffee shop at Wescott has exceeded original projections. CPPM is getting estimates of the likely cost and reviewing options. Wold is preparing drawings that then must be submitted to the Health Department for licensing purposes. The Wescott Friends have indicated they are willing to provide more funding to support the service and September open date is targeted.

He reported on the Success of the Legacy funded *Rhythm & Words Festival* at the Burnsville Performing Arts Center. About 1,100 people attended. Other successful events included the author program with Kate DiCamillo at Galaxie that drew about 500 people and a teen event at Cascade Bay in Eagan.

He reported that the art piece at Robert Trail has been approved and talks are proceeding with the City of Rosemount about its placement. The land use agreement will then go before the County Board.

After discussions with Senior Management, it was determined that new DVDs should be rental for six months rather than a year in order to increase their circulation. The Library Board authorized library staff to shorten the fee schedule of new DVDs from a year to six months.

After reviewing the discussion from a previous meeting, the Library Board authorized Mr. Behringer and technology manager Mike Turbes to work with the Dakota County Attorney's Office to finalize a contract for the conversion and migration of the Library's automation system from Horizon to Symphony.

**(Item 6.a.) Consideration of Policy to Write Off Uncollectable Fines and Fees:** Mr. Behringer noted that last year the library was authorized by the Library Board to write off minor uncollectable debts. He asked that the procedure occur again this year. Ms. Hanauer moved and Mr. Pogatchnik seconded that library staff be permitted to remove patron accounts owing less than \$25 and with no activity in the past 5 years. Motion passed unanimously.

**(Item 6.b.) Minor Remodeling of the Galaxie Library Circulation Desk-Workroom Area:** Mr. Behringer and Ms. Schubert discussed the situation that exists at Galaxie Library where staff is performing backroom work activities in what appears to the public to be a public service area. This presents confusion about services and serves to distract staff. They proposed a simple sheetrock wall with opaque panels that would clearly delineate the backroom work area from public service areas. The cost would be no more than \$25,000 and would result in saving of time, money and staff efficiency. Ms. Zenk moved and Ms. Berggren seconded that the plan be

endorsed that included the design elements and then give Mr. Behringer authority to proceed with the project in keeping with the plans presented by CPPM. Motion passed unanimously.

**(Item 6.c.) 2011 Budget Update:** Mr. Behringer discussed the prioritization of functions and activities that the County Commissioners have to rank and prioritize. The Library submitted eight core areas of service, none of which are mandated but are highly valued by residents. Mr. Novak said that more information will be available after Tuesday, July 13.

**(Item 6.d.) Update of 2010 Library Board Meeting Calendar:** Since the second Thursday in November (the 11<sup>th</sup>) falls on Veterans Day, Ms. Zenk moved and Mr. Pogatchnik seconded that the meeting date be moved to Wednesday November 10<sup>th</sup>. Motion passed unanimously.

Ms. Byrne showed Library Board members copies of local newspapers that covered the Wentworth statue honoring former Library Board President Bev Ekholm.

There were no other questions or topics to discuss, Ms. Zenk moved that the meeting be adjourned. Ms. Berggren seconded. Motion passed unanimously. Mr. Larsen adjourned the meeting at 6:45p.m.

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Paul Larsen, Library Board President

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Anita Kes, Library Board Secretary