

Dakota County Library Board  
October 14, 2010  
5:30 p.m.  
Dakota County Galaxie 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; Lee Schubert, Manager Galaxie Library

Others in attendance: Commissioner Liz Workman; Jean Erickson, PS&R

After a reception for the 20<sup>th</sup> Anniversary of the Galaxie Library, President Larsen called the meeting to order at 5:35 p.m.

**Approval of Consent Agenda:** (item 4) Mr. Pogatchnik moved and Mr. Duling seconded that the consent agenda be approved. Motion passed unanimously. Mr. Behringer noted to the Library Board that the variation in the revenue reports from last month were due to the fact that the Finance number includes credit card receipts immediately, while they are included in Library reports only after they have been provided to us by Finance.

**Director's Report:** (item 5) Mr. Behringer introduced Ms. Schubert and thanked her and her staff for the successful reception. She stated that business was booming at Galaxie due, in part, to the influx of Burnhaven patrons. She expressed gratitude to the Burnhaven staff that are now working temporarily at Galaxie and said everyone is pitching in to make everything flow smoothly. Ms. Schubert reported that staff have noted a large increase in the number of people using the library computers due to personal budget cuts. She said many people come to read the newspapers and magazines, possibly for the same reason. Mention was made of posting pictures of the Burnhaven remodel so patrons can see the progress. Mr. Behringer said he would check on that and pictures could also be put on the Library website.

Mr. Behringer reported that he and numerous other DCL staff had recently been at the MLA Conference in Rochester. He thanked Library Board members for their support of staff education at this and other venues.

He said that a great deal of work is going in to preparing for the migration to Symphony and that staff training is on time and on budget.

He thanked Paul Deaven for his work on moving the two-bin materials handling system from Burnhaven to Inver Glen, where it has been successfully installed. Inver Glen manager Peg Schmook reports this has greatly improved how staff are able to process returned materials.

Mr. Behringer said that next month there will be celebratory event at Wescott to introduce the display built by the Minnesota Children's Museum. This will be followed by a reception for the Wescott Friends and then the Library Board meeting.

**(Item 6.a.) Consideration of Policy to Write Off Uncollectable Fines and Fees Related to pre-Horizon Data:**

Mr. Behringer requested permission to remove patron accounts that have had no activity in the last five years along with their associated fines/fees. This would represent 12,612 accounts and \$695,000.51.

He explained that this dollar amount may not be accurate due to the fact that the data is so old and had probably been corrupted over previous conversions and migrations. He said that collection agencies have been used to recover some of the fines and fees but patrons had either moved or died so much of the debt is uncollectable. Library Board members discussed their concerns about writing off this old data, but in the end determined that based on age, possible corruption and past efforts to collect, the data was not worth converting and migrating to the new Symphony system.

Ms. Hanauer moved and Ms. Berggren seconded that these accounts be removed. Motion passed unanimously.

**(Item 6.b.) First Hearing-Proposed Dakota County Library Fees 2011:** Mr. Behringer presented the proposed Fees for 2011 and the Library Board discussed many aspects of it. The Library Board suggested retaining the library card replacement fee at \$2.00 and instead adjusting the maximum fines for several categories of lost items

to figures more in keeping with the value of the items. Mr. Behringer and Ms. Byrne agreed to make the suggested changes and bring the document back in November for a second hearing.

**(Item 6.c.) Other:** Mr. Behringer said that further discussion with staff and CPPM on the proposed wall at Galaxie led to the need for additional funding. He has been told that this may rise to the level of an additional \$5,000. The change in the work would result in a safer and more efficient work area and a more attractive look from the public side. He said there was sufficient funding in the 2009 fine/fee carryover money to cover the increased cost. Ms. Zenk moved to change the authorization to \$30,000. Mr. Pogatchnik seconded. Motion passed unanimously.

Mr. Behringer discussed the fundraiser that the Wescott Friends are hosting on November 20, 2010 at the Wescott Library. They have a contract to use the building after hours. It will include a silent auction. He requested authorization to amend the contract to include permission to serve wine and cheese. The Friends would be responsible for paying a security guard and for obtaining proper licensure from the City of Eagan. Mr. Pogatchnik moved that, with preconditions mentioned above, authorization be granted. Ms. Kes seconded. Motion passed unanimously.

In response to question, Mr. Behringer told Library Board members that approval had been granted by the MN Department of Health for plans for the Wescott coffee shop. Another set of drawings have been submitted and things are moving forward.

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

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Paul Larsen, Library Board President

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Anita Kes, Library Board Secretary