

Dakota County Library Board
February 10, 2011
5:30 p.m.
Dakota County Wescott Library

Present: Ms. Schatz, Mr. Larsen, Ms. Zenk, Ms. Hanauer, Mr. Duling, Ms. Berggren

Library Staff: Ken Behringer, Library Director; Roseanne Byrne, Deputy Director; Kathy Peterson, administrative staff

Others in attendance: Commissioner Liz Workman; Steve Saienga, Ken Harrington-CPPM

After Library Board members sampled the wares of Dewey's Cafe, President Larsen called the meeting to order at 5:35 p.m.

Approval of Consent Agenda: (item 4) Mr. Behringer said that there was a question about the accuracy of January 2011 circulation figures given the difficulty of drawing numbers from both Horizon and Symphony. He said that they would be accurately updated next month. He also said that Michael Hendrickson had been appointed to fill the position vacated by Barry Pogatchnik, but that Mr. Hendrickson was not able to be present due to previously scheduled work-related travel. Ms. Zenk moved and Ms. Berggren seconded that the consent agenda be approved. Motion passed unanimously.

Director's Report: (item 5) Mr. Behringer continued to update the Library Board on the staffing situation resulting from the 16 people that opted for the early retirement incentive. This accounts for 11.28 FTE and will lead to major revision of the org chart. Library Senior Management is beginning the process of realigning staff in the A14 Senior Information Assistant classification to cover operating hours at the buildings that incurred the largest loss of staff. A similar process will occur with C-41 level Librarian staff. The Library has received a special exemption to the general hiring freeze to advertise for a C44 level department manager to fill the highly specialized position vacated by Ardell Bengtson in Technical Services.

In response to question, Mr. Behringer discussed how RFID will ultimately reduce time that A14's spend checking in and sorting items and leave them more time to devote to customer service. The County has a pool of temporary workers who can help install the RFID tags. No Library workers will be displaced by their use. He also said that pre-processing RFID tags will be less expensive than the tattle-tape currently applied by our primary book vendor.

Ms. Byrne has been in contact with libraries that have RFID technology and learned of their experiences related to implementation and operational workflow. She said the processes varied from place to place but they all believed RFID technology was worth the time and investment.

Mr. Behringer said the Library Legislative Day is March 1, 2011. Mr. Duling and Ms. Schatz indicated that they would like to attend.

(Item 6.a.) Annual Report from the Dakota County Library Foundation: Ms. Byrne presented the report submitted by Ms. Zenk and said that a complete list of donors was available. She said the Library greatly appreciated the work the Foundation does in supporting the MN Mosaic series and also the funding they provide for teen programming.

(Item 6.b.) Consideration of Schedule and Agenda Items for Annual Retreat: After looking at meeting dates and possible retreat dates, Ms. Zenk wondered if the retreat could be incorporated in the already-scheduled meeting date. The Heritage meeting room is available to the Library board all day on April 14. He said that staff would poll Library board members to find the date most convenient for the majority of members. Some possible agenda items for discussion include DCL staffing and the new org chart, an update from Ken Harrington, a staff presentation on ebooks and Overdrive and a more in depth look at the materials selection policy.

(Item 6.c.) Consideration of Contract Extension with Brodart as Materials Vendor: Mr. Behringer requested Library Board action to approve a one-year extension to the existing contract with Brodart for procurement of library materials in the amount not to exceed \$1,250,000. Mr. Duling so moved and Ms. Schatz seconded the motion. Motion passed unanimously.

(Item 6.d.) Consideration of Revisions to Materials Selection Policy: Mr. Behringer stated that updates to the policy are needed in areas of electronic/digital resources and the expansion of DCL into world languages collections. Library Board members felt they needed more time to read the policy in depth and to review the referenced documents. It was recommended that the adoption of revisions be held over to the next meeting or discussed at the Retreat.

(Item 6.e.) Update from Capital Planning on Burnhaven Remodeling Project: Mr. Saienga announced that he was retiring and gave the Library Board an update on the Burnhaven remodeling. He said that the project was on budget and on schedule. Floors were poured and rooms sheet rocked, federal funding for the energy wall was complete and there was a possibility of two rain gardens instead of the one originally planned. Mr. Harrington said that they will look at the cost of putting in sidewalks going north to County Road 42 and southwest to Burnhaven Drive. Joe Lexa will be taking over as project lead.

President Larsen said that he would like to send a letter thanking Mr. Saienga for all his work with the Library Board and for his attention and follow up to their concerns. Mr. Behringer said he and Ms. Peterson would get a letter started.

Ms. Schatz and Ms. Zenk expressed interest in being part of the focus group that MELSA is conducting March 3.

Ms. Byrne mentioned the publicity in the newspapers given to "I Love to Read" month, the CPR workshops held at DCL branches, and the nice article on "Dewey's Café" in the Eagan ThisWeek.

Ms. Hanauer moved that the meeting be adjourned. Ms. Berggren seconded. Motion passed unanimously. President Larsen adjourned the meeting at 7:10 p.m.

Paul Larsen, Library Board President

Barbara Berggren, Library Board Secretary