

Dakota County Library Board
March 10, 2011
5:30 p.m.
Dakota County Robert Trail Library

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

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

Others in attendance: Lee Schubert, Manager Central Cluster; Nancy Wisser, Manager Western Cluster; Jamie Jurgensen, Manager Robert Trail; Naomi Golv, Cluster Support Manager; Maureen Bell, Manager Wentworth

President Larsen called the meeting to order at 5:35 p.m. Michael Hendrickson was introduced as the newest member of the Dakota County Library Board.

Approval of Consent Agenda: (item 4) Mr. Behringer said that the financial statements were accurate representations. He and the County and the Library were working on a line item version of the budget that would track monthly and year-to-date expenditures. He said that the January circulation figures were down due to Burnhaven being closed for remodeling and the conversion to Symphony from Horizon. The system was down for several days, patrons could not access the catalog from home and new materials have been getting on to the shelves later. Items were automatically extended without renewals.

Mr. Behringer mentioned and Ms. Schubert concurred that patrons were still frustrated with the SirsiDynix system. Library Technology Department staff and others have been working with the company to resolve issues. Ms. Zenk moved and Ms. Hanauer seconded that the consent agenda be approved. Motion passed unanimously.

Director's Report: (item 5) Mr. Behringer introduced Ms. Jurgensen. She welcomed the Library Board to Robert Trail and expressed her hope that they enjoyed the sculpture (now on the grounds) and would be able to attend an upcoming dedication planned by the City of Rosemount. Ms. Byrne said the Ms. Jurgensen had won a local government Innovation award for "One Book One Rosemount" and expressed congratulations.

Ms. Jurgensen said that RFID tagging was in process and that her assistant supervisor Geri Thostenson and other staff were "amazing" during this process. Ms. Bell said that RFID tagging was also going well at Wentworth. She acknowledged that it is a huge, cumbersome process, but the temporary workers have been great and the end result will be very worthwhile. Mr. Behringer thanked staff and managers and the temporary workers who are all working to get RFID underway. He very much hopes to have Burnhaven done with RFID tagging before they reopen later in April or early May.

He showed photos and Ms. Schubert gave an update on the long-awaited "wall project" in the Galaxie Library circulation area. She said that it looks very nice and natural and that staff are better able to do their backroom work and the public can tell more readily who is on desk to assist them.

Mr. Behringer and Ms. Schatz gave an update on the Library Legislative Day that they and other members had attended. They agreed that, while no promises had been made, it had been a pleasant and productive day.

President Larsen and other Library Board members noted the significant staffing changes that were taking place – particularly in response to the early retirement program. He expressed thanks and acknowledged how much stress and extra work library staff is experiencing. He noted how much their work was appreciated.

(Item 6.a.) Considerations of Revisions to Library Materials Selection Policy: After reviewing the policy for another month and discussing the importance of expanding in the areas of world languages and technology the Library Board agreed it was a good, standard policy that should be expanded to "serve everyone." Ms. Zenk moved and Mr. Duling seconded that the current draft be adopted. Motion passed unanimously.

(Item 6.b.) Consideration of Schedule and Agenda Items for Annual Retreat: The Library Board agreed that April 14 from 1 – 5 p.m. would be the date and time of the annual retreat. This will take place at Heritage immediately before the scheduled monthly meeting. Also agreed upon are topics and speakers for the day with a preference for 1) MELSA's Chris Olson explaining MELSA's role and future interaction with Library Boards; 2)

Gail Plewacki of County Communications and the future vision of "Come to Know"; 3) Matt Smith of County Finance; and 4) Ken Harrington of Capital Planning Project Management. Mr. Behringer said he would contact each person about a tentative schedule and time frame. Ms. Berggren agreed to be the time-keeper for the day.

(Item 6.c.) Update Concerning Agreement for Upgrades to TechLogic Materials Handling Systems: Mr. Behringer requested Library Board authorization to expend \$56,184.06 to upgrade existing, larger materials handling systems to accommodate RFID functionality. These changes require an amendment to the TechLogic contract. Given its age, the Heritage system required a more extensive upgrade than the others and cost more than originally anticipated. Mr. Behringer pointed out that these upgrades will permit fuller implementation of RFID check-in routines. Ms. Hanauer so moved and Ms. Berggren seconded the motion. Motion passed unanimously.

(Item 6.d.) Update on Staff Reallocation to Address Vacant positions: Mr. Behringer discussed the changes that are taking place in the structure of the DCL org chart. He noted that there had been concerns about the old Community Connections departmental name. In the newer organization chart, the name is changed and staff positioned in youth and adult services.

Mr. Behringer noted that some staff members are being transferred from one branch to another, with several shifting to different managers. He said it continues to be difficult to address everyone's scheduling expectations and preferences while still providing the hours and services that the public anticipates. The loss of so many part-time staff members has resulted in a loss of flexibility. By the next meeting he hoped to have news on positions being released to be filled. If authorized, he said his preference will be toward filling public services positions first.

President Larsen mentioned that the recent County newsletter that was sent to residents did not make any mention of the staffing changes within the new budget constraints and the effect these might have on staff and services. There was a general consensus about this point, which can be discussed with Ms. Plewacki at the Library Board retreat.

Ms. Zenk moved that the meeting be adjourned. Ms. Berggren seconded. Motion passed unanimously. President Larsen adjourned the meeting at 7:15 p.m.

Paul Larsen, Library Board President

Barbara Berggren, Library Board Secretary