

Dakota County Library Board  
September 8, 2011  
5:30 p.m.  
Dakota County Galaxie Library

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

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

Others in attendance: Commissioner Liz Workman, Mary Scheide, Cluster Manager I; Lee Schubert, Central Cluster Manager

President Larsen called the meeting to order at 5:35 p.m.

**Approval of Consent Agenda:** (item 4) Mr. Behringer said that the branch statistics related to gate count had been adjusted because Wentworth's equipment had been down the first part of August. He also added a report from the Appeals Committee to the agenda under "other." Ms. Zenk moved and Mr. Duling seconded that the consent agenda be approved. Motion passed unanimously.

**Director's Report:** (item 5) Ms. Schubert welcomed the Library Board members to Galaxie and talked about the busy summer reading programs and the other events that were happening at Galaxie. These included "College 101", and sessions for homeschoolers and their parents focusing on computers. There was the *Collectables Road Show* that she said was very fun and popular. She handed out fliers for the "Faces of New America" photographic event saying half of the items were at Galaxie and half at Burnhaven. She also noted that the self-check credit card payment system was up and working. "The Wall" added to the Galaxie Circulation desk area is doing what it is supposed to do and that staff really appreciates that. An ESL office is being opened near Galaxie and Ms. Schubert looks forward to expanding a relationship with the staff there.

Mr. Behringer complimented Ms. Schubert for her role in developing a model for responding to employee survey information with staff, saying she handled a difficult situation with "grace and openness."

Ms. Byrne reported that the Summer Reading Programs were wrapping up a successful season and that the final attendance numbers would be available soon. She said that Kalla Kalloway had done a great job getting teens involved in the reading programs.

Mr. Behringer said that this was the final year of the MELSA Museum Adventure Pass program and provided talking points from MELSA for staff and Library Board members on the subject. He said that he had received authorization to hire three new part-time staff members at the recently approved B-32 Library Associate level.

The contract has been signed with STAT Couriers and discussions on the transition will begin this fall.

He said that theft of DVDs and games from the hold shelves will be addressed by security cameras and also by plans to keep the most popular items back behind the service desks again.

Mr. Behringer invited Library Board members to the MLA convention in Duluth, saying that the Thursday agenda specifically addressed issues of interest to trustees and board members.

**(Item 6.a.) Update on Dakota County Library Budget Development Process for 2012:** Mr. Behringer said that following reductions made in previous years the County should have a balanced budget in 2012 without further significant cuts. As discussed last month, he said he thought all three of the library's special requests would be forwarded to the County Board for consideration. There are still question as to how much the library will be asked to raise for fine/fee revenues in 2012. The shortfall in 2011 has brought suggestions that the Library consider raising its fine structure. He promised to keep Library Board members updated on these and other proposals.

**(Item 6.b.) Capital Improvement Program Budget Proposals Affecting Library Buildings:** After discussions with Ken Harrington of Facilities Management and given the dual strategy the Library Board had discussed of maintaining the schedule for library projects currently on the CIP budget while looking for opportunities to move the renovation of Galaxie forward separate from the WSC, Mr. Behringer asked for a motion supporting the current scheduling of Farmington and Inver Glen needs assessments in 2012. The motion would also

moving initiation of the Galaxie Library project forward into 2014. Ms. Hanauer so moved and Ms. Berggren seconded. During discussion of the motion, Ms. Zenk raised the prospect of moving Galaxie ahead of Farmington and Inver given its number of customers. The motion carried with one "no" vote. Mr. Behringer said he will look for ways to move the schedule forward and Ms. Workman said she would also express the Library's concerns about the importance of all the projects to the County Board.

**(Item 6.c.) Consideration of Approval to Request Quotes for Credit Collection Services:** Mr. Behringer said that the library has been working with Unique Management for several years and this year the County requires the library to go out for bids for the service. He presented the timetable for the process. Mr. Henderson moved that the Library Board approve the solicitation of quotes for collection services based on the proposed timetable. Ms. Zenk seconded. Motion passed unanimously.

**(Item 6.d.) Other: Report from the Appeals Committee:** Mr. Duling reported that the Appeals Committee (comprised of Ms. Schatz, Mr. Larsen and Mr. Duling) had met to review documentation concerning Mr. Behringer's decision to ban a certain customer for a year. Following that review, the Appeals Committee determined the action was appropriate.

Ms. Byrne said that Heritage Library looks forward to being part of the Lakeville Senior Coalition and that the "box of rocks" at Pleasant Hill has been appropriately beautified.

There were no other questions or topics to discuss. Mr. Duling moved that the meeting be adjourned. Ms. Berggren seconded the motion. Motion passed unanimously. President Larsen adjourned the meeting at 7:30 pm.

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Paul Larsen, Library Board President

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Barbara Berggren, Library Board Secretary