

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

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

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

Others in attendance: Maureen Gormley; Mary Wussow; Kristin Aune

President Larsen called the meeting to order at 5:30 p.m.

Approval of Consent Agenda: (item 4) Mr. Behringer said that expenditures remained within the budget parameters, circulation was still trending a bit soft in 2011. His speculation for the decline included the learning curve for the public related to Symphony, a decline in the budget for library materials and staff reductions down from the height at the opening of Robert Trail. There is a significant increase in the circulation of e-books. Ms. Schatz moved and Ms. Hanauer seconded that the consent agenda be approved. Motion passed unanimously.

Director's Report: (item 5) Ms. Wussow welcomed the Library Board members to the Wescott Library and talked about the events that were happening there. These include Early Literacy programs; "Collector's Road Show" event; visits from YMCA kids, author programs, Health Fair, and a very successful Fall Book Sale. She also welcomed Rhonda Kopp as the Library Associate who was selected for the Northern Cluster. Ms. Wussow also noted that the Wescott Library had been featured in "Library Design" magazine for its outstanding remodel.

Mr. Behringer commented on contract issues between OverDrive and the State Library of Kansas and noted that he is in conversation with the County Attorney's office about how this might affect our relationship with the firm. Since DCL is concerned about the same pricing and re-use rights as Kansas, he is watching this situation closely. Ms. Gormley added that the publishing rights are "very fluid" in this area. It is a significant expense and as more vendors become involved the expectation is that the market will become more competitive.

Mr. Behringer invited Library Board members to 2011 Staff Day, December 2 and asked Ms. Peterson to send out the electronic invitations.

He and Ms. Byrne discussed how operations at the Burnhaven Library are continuing to develop after the remodeling and they showed some pictures of the service desk area. They said the building was very well-used and that the flow of traffic within the building is much better since the reopening.

(Item 6.a.) Update on Dakota County Library Budget Development Process for 2012: Mr. Behringer reported that the annual budget hearing had been held with the County Board and that it went very well. Questions were asked about the circulation numbers and about the impact that e-books will have. He showed the Library Board the slides he used for the presentation. He said that Ms. Byrne is submitting the Library for a Dakota County "Heroes Award" for getting RFID up and running so fast, and the fact that DCL is very efficient in cost per circulation. Mr. Behringer said costs should continue to come down as RFID is factored in. As noted in the consent agenda, the budget for library materials was reduced in 2011, but a portion of the cut is being restored for 2012. The County Board is slated to approve the 2012 Library budget as part of the general Dakota County budget in December and Mr. Behringer will report on it after it occurs.

(Item 6.b.) First Hearing: Proposed Dakota County Library Fees 2012: Mr. Behringer asked Library Board members to review the current fee structure and, while there were no significant changes recommended, there was a request for more clarity in the language. There was also a request to include a \$60.00 per year nonresident card. Mr. Behringer and Ms. Byrne will re-work the document for a second hearing at the next meeting.

(Item 6.c.) 2012 Holiday & Closure Schedule for the Dakota County Library: After reviewing the proposed schedule Ms. Hanauer moved that it be accepted. Ms. Zenk seconded. Motion passed unanimously.

(Item 6.d.) Authorization to release Request for Proposals for Services Related to Acquisition of Library Materials: Mr. Behringer reviewed County procurement policies and requested Library authorization to release a formal Request For Proposals (RFP) for services related to the acquisition of library materials. Mary Johnson,

DCL Assistant Director, had provided a timetable for this process that the Library Board reviewed. Ms. Schatz moved that the Library Board authorize Mr. Behringer to conduct the RFP for Services Related to Acquisition of Library Materials. Ms. Zenk seconded. Motion passed unanimously.

(Item 6.e.) Consideration of Staff Recommendation in Request for Quote Process to Select Library Credit Collection Services: Mr. Behringer presented a table of responses that were provided by vendors who submitted proposals to provide this service. After discussing staff recommendations and aspects of the proposals of the five vendors, the Library Board authorized Mr. Behringer to engage in talks to finalize a contract for services with *Unique Management Services, Inc.*

(Item 6.f.) Consideration of Amendment to Agreement to Purchase Children's Literacy Computers: Mr. Behringer asked the Library Board to amend its October motion approving up to \$55,000 to buy Children's Early Literacy Computers. In order to add a computer for South St. Paul Public Library, which generates a portion of our MELSA funding under the current formula, an increase is needed. Based on this request, Ms. Zenk moved and Ms. Schatz seconded that the Library Board amend the authorized amount to \$57,000. Motion passed unanimously.

(Other) Ms. Gormley updated the Library Board on the *Facebook* page for the Library. She said they were "closer than ever" and has submitted a draft business plan of updates to County Communications. She said that she and Russ Cogar will be the primary parties responsible for the updates to content once the Library's Facebook page is up.

Ms. Byrne reported that former DCL Director Bill Asp had received the Distinguished Career Award at MLA this year.

The Library Board was interested in discussing the Gates Foundation *Use of Internet Survey* at the next meeting.

There were no other questions or topics to discuss. Ms. Schatz moved that the meeting be adjourned. Ms. Zenk seconded the motion. Motion passed unanimously. President Larsen adjourned the meeting at 7:15 pm.

Paul Larsen, Library Board President

Barbara Berggren, Library Board Secretary