



## Meeting Minutes: Dakota County Library Advisory Committee

Date: 11/14/2024  
Time: 5:30pm  
Minutes prepared by: Alvin Yeo  
Location: Wescott Library

### Attendance:

- MaryJanice Alongi District 1
- Kevin Hendricks District 2
- Robin Cerio District 3
- Rien Harms District 5
- Lynette Cargill District 6
- Patricia Schoenecker District 7
- Shefali Meagher At-Large Youth
- Charlie Schubert At-Large Youth
- Margaret Stone Library Director
- Jennifer Reichert Simpson Library Deputy Director
- Heather Stephenson Assistant Library Director
- Amanda Feist Branch Manager Wescott Library
- Russ Cogar Collections Manager
- Julie Dorn Materials Selection Manager
- Member of the public

### Call to Order:

- The meeting was called to order by Robin Cerio at 5:30pm. There was one person from the public that was in attendance. The Consent agenda from September 12<sup>th</sup>, 2024, meeting was approved unanimously.

## **Consent Agenda**

- The Consent agenda from September 12<sup>th</sup>, 2024, meeting was approved unanimously.
- The Statistical Reports presented in the September 12<sup>th</sup>, 2024, meeting was approved unanimously.
- Committee members asked that a paper copy of the Statistical Reports to be made available during the meeting.

## **Wescott Library: Branch Manager Amanda Feist**

- Amanda Feist updated that Wescott is the highest circulating library in the County.
- Wescott also accounts for 40% of all iLab users.
- Lightings in the building have changed over to LED which make the building brighter, but they also created some shadowy effects in certain areas. Efforts are being made to rectify this issue.
- Libraries use a lot of book trucks but there are always challenges to keeping them rolling. Although this equipment is expensive costing about \$500 a piece, they are not as well made as they used to.
- Wescott partnered with Ally, a homeless outreach service to provide support assistance and meeting clients here at the library.
- A survey targeting teens was done earlier this year to ascertain their needs. It was found that some teens want a quiet place to study while others want the library to be a place where they can hang out with their friends.

## **Presentation on Material Selection**

- Russ Cogar and Julie Dorn gave a presentation pertaining to Material Selection at Dakota County Library.
- Annual Collection budget for the year amounted to \$2.3 million and this covered 718,351 physical items as well as digital content under Overdrive/Libby and Hoopla.
- More than 3.7 million physical items and 1.3 million digital items were checked out from January to mid-November of this year.
- The committee members were briefed on the factors impacting collection management and the Dakota County Library selection criteria.
- Russ and Julie also shared the pricing across various material formats and our selection philosophy.
- The selection, receiving, cataloging, and processing processes were also shared with the committee members.
- The presentation ended with a tour of system services.

## **Strategic Plan**

- The committee members were informed of the goals and strategies for our new strategic plan.

## **Director's Report**

- Margaret Stone shared an update on the Strategic Planning.
- The schematic design for Wentworth Library has been approved by the Dakota Board of Commissioners and a library team is working with the architect firm's designer on various interior and furnishing details for this renovation project.
- Some changes were made the Request for Reconsideration Procedures. It now has an additional step of a staff review committee.
- Charlie Schubert, Kevin Hendricks, and Rien Harms will be leaving the Library Advisory Committee. Kevin Hendricks and Rien Harms have both served six years, the maximum term allowed on the committee.

## **Updates from Committee Members**

- Robin Cerio updated the committee members that everything went very smooth when she had an event during Self Service hours.
- Kevin Hendricks informed the meeting that the book sale on November 9 at Wentworth attracted a lot of patrons.

## **Adjournment**

- Meeting ended at 7:10pm

## **Adjournment/Next Meeting**

Date: January 9<sup>th</sup>, 2025

Time: 5:30pm

Location: Inver Glen Library