

DULUTH PUBLIC LIBRARY BOARD
Minutes of Regular Meeting
February 28, 2017

Call to Order: President Bogue called the meeting of the Duluth Library Board to order at 4:33 p.m. on Tuesday, February 28, 2017. On a motion by Sperl, seconded by Scheiber, the agenda was approved as reordered. "Compass" Consortium will be discussed immediately following approval of the minutes.

Members Present: Sandy Scheiber, Virginia Katz, Lizzy Luoma, Megan Oswald, Sister Edith Bogue, David Sperl, Neil Glazman

Also Present: Carla Powers; Arrowhead Library System staff members Shari Fisher, Chris Magnusson, and Jim Weikum; Library Board appointee Nick Focault; ALS board member John Shifsky; City Council liaison Em Westerlund; Public Administration Director Jim Filby Williams

Absent: Matt Rosendahl, Betty Ramsland

Minutes: On a motion by Katz, seconded by Sperl, the library board minutes of the regular meeting of January 24, 2017, were approved as drafted.

New Business:

Arrowhead Library Systems "Compass" Consortium

- ALS operates a shared computer system for 26 of its 27 member public libraries. These libraries share collections throughout. Duluth is a member of ALS but currently operates its own separate computer system. Duluth was already was operating a computer system when ALS automated in 1997. Duluth currently uses Polaris; ALS uses Horizon.
- The ALS representatives gave a demo of the website and explained what databases are available. They also talked about the different features, like eBooks Minnesota and the regional catalogs. Enterprise is the primary interface and it will go live March 1, 2017.
- Bogue asked why we wouldn't want to do the change (other than the cost). The only identifiable downside is losing some control over the database and possible short-term delays for troubleshooting technician issues. The cost to join is \$27,000 (moving expenses), plus whatever Polaris would charge, but afterwards ALS covers annual maintenance costs. Currently DPL pays \$35,000 yearly to Polaris for maintenance. Workflow in Duluth libraries would be changed as books get sorted into more bins, and merging would be time intensive. There may also be some compromises in policy; for example, how long a checkout period is.
- In 2016 ALS purchased software-as-a-service, and as a result the servers are in a server farm and no longer in Mt Iron. This will help ensure the reliability of the system, even when Mt. Iron experiences power outages. Horizon also has an app, which is called BookMyne.

Reports:

Friends of Duluth Public Library

No report this month.

Duluth Library Foundation

No report this month.

Manager's Report

- Written report was reviewed.

- The state elevator inspector will check the elevator to ensure its safety after a malfunction last week. Patrons and staff are inconvenienced. Staff will retrieve items for patrons who cannot get to upper floors.
- Progress is being made for credit card processing. There are two pieces of software required - one to communicate with the library's computer system and one to communicate with the banking system. The city has the latter; the library has to get the former. The Horizon system currently does not have the ability to process credit cards, but they are also hoping to have it by the end of the year.
- Graffiti has been on the increase in the top floor bathrooms and lounge area. There was also a patron on a website that violated the internet policy due to its content. Inclusive signage (All Are Welcome) has not been vandalized. There was one written complaint about the All Are Welcome display, as well as much positive feedback expressed verbally and on social media.

Old Business:

Main Library facility

Nothing new to report. Bogue reminded us about improving signage in West Duluth to identify the building as a library.

Library board/Friends/Foundation "Summit"

Date was shared again, and Powers encouraged all board members to attend if possible.

Meeting Room Policy

On a motion by Sperl, seconded by Luoma, the meeting room policy was approved as written.

New Business:

Foundation sponsorships for library programs

Will be discussed next month.

Preparation for March election of new officers

Bogue explained that there are three officers on the Library Board: president, vice president and secretary. Her term as president ends next month. She will remain on the board but is unable to serve as president due to other commitments. Rosendahl, currently the vice president, may be able to do it. Oswald would like to step down as secretary.

Adjournment: Meeting adjourned at 6:01 pm.