

**DULUTH PUBLIC LIBRARY BOARD**  
**Minutes of Regular Meeting**  
**March 28, 2017**

**Call to Order:** President Bogue called the meeting of the Duluth Library Board to order at 4:35 p.m. on Tuesday, March 28, 2017.

**Members Present:** Sandy Scheiber, Virginia Katz, Lizzy Luoma, Sister Edith Bogue, David Sperl, Neil Glazman, Matt Rosendahl

**Also Present:** Carla Powers; Library Board appointee Nick Focault; City Council liaison Em Westerlund;

**Absent:** Megan Oswald, Betty Ramsland

**Minutes:** On a motion by Glazman, seconded by Sperl, the library board minutes of the regular meeting of February 28, 2017, were approved as drafted.

**Reports:**

Friends of Duluth Public Library

- Upcoming book sale is scheduled for June 12-15, 2017 as well as proposed book sales or donations at Sidewalk Days July 12-14.
- The Friends website is being redesigned for easier updating; this process is expected to take a few months.

Duluth Library Foundation

- New officers have been elected and they welcomed two new members including the Matt Rosendahl who also serves on the Library Board.
- Libations at the Library is scheduled for September 16, 2017.

Manager's report

- Several DPL staff participated in a conference call with a library that migrated from a Polaris computer system (what DPL uses now) to one operated by Sirsi/Dynix (the vendor for the Arrowhead Library System's Compass Consortium). The staff gained insight into missed features and advice on migration process.
- Wellness Day was held on March 1 with programming to promote healthy lifestyle. The staff intends to make this an annual event.
- Seed Library is in need of a long term volunteer to help with packing, planning events, and organizing member information into a database. Library staff have reached out to the Community Garden program,

**Old Business:**

Main library facility

Elevator is back in service; it had been out of service for a few days. Westerlund updated Mayor Larson on Compass presentation to try to minimize costs, proposing that savings be matched by the city for continued library service.

Library board/Friends/Foundation "Summit"

Date was shared again, and Powers encouraged all board members to attend if possible with RSVP to be sent out this week. Schedule for event discussed. Rosendahl suggesting Designed Alliance between groups to discuss how all groups work together for a common goal. Westerlund planning to speak at beginning of event, followed by remarks from individuals from Friends, Board, and Foundation.

#### Foundation sponsorship for library programs

Board in agreement that sponsorship for library programs should flow through the foundation, not directly through the library. Concerns discussed regarding balancing the recognition sponsors require with sponsorship being based on library need.

#### **New Business:**

##### Annual report

Computer use and circulation were down this year. The decrease is attributed to Mt. Royal branch being closed for remodel during summer. Overall square footage of library increased. On a motion by Sperl, seconded by Glazman, the report was approved.

##### Laptop policy

Two changes were made 1.) Teens using laptops in teen area are encouraged to show identification for check out, however library card or official identification are not required. This is to promote use by teens who may not have these resources. 2.) The library has expanded to offer computer mice for check out. On a motion by Glazman, seconded by Sperl, the laptop policy was approved as written.

##### Strategic plan

Goals divided between board members to ensure all goals are addressed.

Goal 1: Sperl and Scheiber

Goal 2: Glazman

Goal 3: Rosendahl

Goal 4: Bogue

Goal 5: Luoma

##### Election of new officers

Three new officers elected unanimously.

President: Matt Rosendahl

Vice President: David Sperl

Secretary: Lizzy Luoma

The Board thanked Virginia Katz for her 10+ years of service on the Library Board. She is required to step down upon completion of her second term. Thanks also to Sister Edith Bogue for serving as president this last year. Megan Oswald has notified the Board she is moving out of the area and will resign in June.

**Adjournment:** Meeting adjourned at 6:03 pm.