



COLUMBIA HEIGHTS PUBLIC LIBRARY
3939 Central Ave NE, Columbia Heights, MN 55421
LIBRARY BOARD: MEETING MINUTES
Wednesday, June 1st, 2022

Approved
7/6/2022

ATTENDANCE INFORMATION FOR THE PUBLIC

*Members of the public who wished to attend could do so in-person, by calling 1-312-626-6799 and entering **meeting ID 862 5221 5747** and **passcode 039390**, or by Zoom at <https://us02web.zoom.us/j/86252215747> at the scheduled meeting time. For questions, please call the library at 763-706-3690.*

The meeting was called to order in the Library Community Room by Chair Teresa Eisenbise at 5:30pm.

Members physically present: Teresa Eisenbise; Carrie Mesrobian; Gerri Moeller; Rachele Waldon; Nick Novitsky (Council Liaison). **Members remotely present:** N/A. **Members Absent:** N/A. **Also present:** Renee Dougherty (Library Director); Nick Olberding (Recording Secretary). **Public physically/remotely present:** Dan Spriggs (Father of 2022 Council Member-at-Large Candidate, Justice Spriggs); Cliff Johnson (2022 Mayoral Candidate).

1. **Review/Approve Minutes from May the 4th, 2022, Board Meeting:** **Moved and unanimously approved.**
2. **Review Operating Budget:** 5 months (~41%) into the year and 34% of the budget spent (plus 3% encumbered).
 - a. **General Supplies (42171):** This budget line has been encumbered by the cost HEPA filters for the HVAC system. Existing filters were installed when the building opened in 2016 and need to be replaced; average life expectancy of these filters is three to five years.
 - b. **Downloadable Video (42190):** This budget line was created for Kanopy streaming video. In 2021, CHPL patrons were included under ACL's service plan on a trial basis to assess usage and calculate CHPL's share of future costs in future years. Kanopy allows 10 streams/month per library card (plus unlimited Kanopy Kids.)

Community Forum: Opportunity for public input. Cliff Johnson (Mayoral Candidate) and Dan Spriggs (father of Council Member Candidate, Justice Spriggs) were in attendance. Spriggs inquired if more technology was needed for the Coding Club, and if there was the possibility of acquiring it. Coding Club has finished for the 2021-2022 school year. Youth Services Librarian Pope will be assessing the Club's outcomes, supply and technology needs, instructor availability, and student capacity for possible future sessions. Spriggs also asked whether the Board came to a decision on the Community Room rental fee. The Board will assess usage after one year under the new policy and rental fee before making any recommendations to the City Council who make the final decision on fees. Eisenbise reported that she replied to Paul Cram who raised concern over the Community Room rental fee on behalf of his Book Club which relocated due to the fee. She advised him that the Board will be reexamining the issue at the 12-month anniversary and advised him to contact the City Council; he approached Council Member Jacobs.

Old Business:

3. **Board Presence at Community Events:** It is assumed that Latino Fest at Kordiak Park has been cancelled. The Community Art & Info Fair will be held from 5-7:30pm on June 23rd at Huset Park West with staff and a trustee or two at the library booth. The City may also host a Board/Commission table to allow citizen feedback and provide information about serving on boards/commissions. August 17th from 5-8pm is the Monarch Fest at First Lutheran Church; Eisenbise tentatively agreed to read a story at this event. Other summer events will be discussed later.
4. **Update on MN State Park Passes:** The Columbia Heights and Fridley Libraries (ACL Mississippi branch) are participating in the DNR program to encourage park use by low-income individuals and first-time park users. The program started June 1; 3 passes are available for 7-day checkout. Passes are for entry to the parks, but not camping or equipment rentals. Park passes will be first come, first served (not reservable, renewable, or transferrable) and available to anyone with a library card registered with CHPL or ACL. The grant period is 2022-2025.

New Business:

5. **City Survey Discussion:** We did not have time to watch it in the meeting, but Council Member Novitsky urged all to visit the City Survey webpage and watch the *2022 Citywide Survey Council Summary Presentation* by Peter Leatherman. Members also mentioned comments from the unofficial web survey, including safety of Central Avenue, patrons' strong feelings on the early literacy play space, and comfortable furniture. Dougherty mentioned that some libraries are re-opening now after being closing for the pandemic, while Heights has been open since July 2020. In-person programming restarted in June 2021 (mostly outdoors in summer and inside in the fall) with good attendance and many programs filling fast. Mesrobian mentioned one of the responses about libraries not being needed in the age of the internet but asserted that many people don't have home internet and much internet content (especially media or scholarly materials) requires subscriptions or is behind paywalls.
6. **Library Usage Snapshot (Year-to-Date):** Dougherty shared a few 2021 statistics with the Board, including:

Visitors: 58,861	Circulation: 127,817
Attendance @ 109 Programs: 1,305	42 Self-directed Activities: 1,440
Computer Sessions: 14,537	Wi-Fi Sessions: 18,639
Active Library Cards: 18,760 (Includes reciprocal cards from other counties)	Reference Questions Answered: 10,777 (Estimation based on MELSA survey weeks)

Director's Update: Operational reports, general updates, event reminders, and items from the floor.

7. **April Board Report:** For Your Information.
- Dougherty working on the proposed 2023 Operating Budget
 - Financial Fitness Classes: Were well-done, could have served a larger audience, and could be tailored to specific topics in the future. The "managing credit and debt" class generated a lot of interest.
 - Zoom chat with State Librarian and statewide Library Directors: It is valuable to hear experiences and best practices from libraries across the state, network with other staff, and know the City is not alone in current challenges.
 - Permanent cell tower being installed now, and then the City will plan for the empty lot.
 - Withdrawn items in good condition are offered for sale and donated to Better World Books if not sold.

There being no further business, a motion to adjourn was made and seconded at 6:31 pm and the **meeting was adjourned.**

Respectfully submitted,



Nicholas P. Olberding
Recording Secretary, CHPL Board of Trustees