



COLUMBIA HEIGHTS PUBLIC LIBRARY
3939 Central Ave NE, Columbia Heights, MN 55421
BOARD OF TRUSTEES: MEETING MINUTES
Wednesday, March 1st, 2023

Approved
4/5/2023

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 Teresa Eisenbise at 5:30pm.

Members physically present: Teresa Eisenbise; Gerri Moeller; Chris Polley; Rachelle Waldon; Justice Spriggs (Council Liaison). **Members remotely present:** N/A. **Members absent:** Carrie Mesrobian. **Also present:** Cortni O'Brien (Adult Services Librarian); Nick Olberding (Recording Secretary). **Public remotely/physically present:** Bob Odden.

1. The **Agenda** was **moved and unanimously approved.**
2. The **Minutes** of the **February 1, 2023** Board Meeting were **moved and unanimously approved.**
3. **Review Operating Budget (2023):** 16% of the year and 12% of the budget encumbered. At our next meeting Renee will have the 2022 year-end accounting, which also needs to be included in the Annual Report.

Community Forum: Opportunity for public input. Bob Odden (Friends of the Library) was in attendance and wanted to discuss some agenda items from our previous meeting. He is in support of a Library Book Sale, and said that between the Friends of the Library and Kiwanis Club (of which he is also involved), he believed we would be able to gain enough volunteer support to host one; he did have concerns that previously the City Attorney said it is not legal for the Library to take donations and sell them in a Book Sale (Justice Spriggs will look into this issue). The Board informed Bob that the idea of a Book Sale had morphed into a possible Book Exchange instead, but it will be discussed more in the future, as it wouldn't occur until this autumn at the earliest. Bob also mentioned that his granddaughter uses TikTok and he doesn't approve of the platform; he knows it's being debated at the Federal level (regarding use by government officials and on government equipment), which may bleed into restrictions at a state, county, and municipal level.

Old Business:

4. **Community Outreach:** The Board was provided with a list of local community groups by City Communications staff. Each of the present Board members chose one group to reach out to as a trial run of our Library Engagement PowerPoint Presentation. Chris Polley (CH Public Schools); Teresa Eisenbise (Eastside Neighborhood Services); Rachelle Waldon (Hope Community Church); Gerri Moeller (SACA); I will reach out to Carrie Mesrobian for her pick. By the next meeting they will each have reached out to their chosen group to gauge their interest and hopefully set a time for a presentation.
5. **Staffing Update:** For our posted part-time **Library Page Position** we had 51 applicants, after using the City grading system 9 interviews were held, 2 offers were made, and both were accepted. Background checks have been completed and Renee anticipates training to begin the week of March 20th.
6. **Review and Consider Approving Revised Meeting Room Use Policy:** Renee had drafted a revision of our Meeting Room Use Policy which removed the \$25 Rental Fee for our Community Room, and alters the available rental hours to be inline with Library Open Hours (previously there has been discussions on the concerns of allowing unsupervised groups in the building while the Library is closed). The Board looked over the new draft and are in favor of the fee removal and limiting rentals to open Library hours; in addition they would like to restrict the serving of food in the Community Room during rental events, and removing the requirement for proof of identification from the policy. A **MOTION was made to approve and adopt the revised Meeting Room Usage Policy with the Board's amendments; it was moved and unanimously approved.**

New Business:

7. Review and Receive Donation of Art from the CHPL Foundation: The CHPL Foundation recently commissioned 3-piece set of textile art from Minneapolis artist Kelly Marshall at *Kelly Marshall Handwoven Textiles for Interiors*; the artwork is titled *Orchid Tryptych* and is valued at \$1791. The Foundation also generously contracted with Brian Ferguson at Fine Art Transfer to install the artwork. A **MOTION was made to accept the textile art installation from the CHPL Foundation and formally thank the Foundation for their generous art donation; it was moved and unanimously approved.**

Director's Update:

8. **2022 Year-in-Review Infographic:** The Board was provided with an infographic summary of the Library statistics from 2022; they were very happy to see service rebounding after the pandemic, especially the number of Library programs and associated attendance. The Library Board has advised that we post this infographic to the Library's social media accounts.
9. **January Board Report:** The mouse sightings have since decreased; one had previously been trapped and then released. A minor gas leak was detected, it was quickly fixed, and nothing was affected.
10. **From the Floor:**
 - a. **Puzzle Contest:** The *Friends of the Library* are hosting a Puzzle Contest on March 25th. The contest will consist of up to 12 groups of 2-4 attempting to complete a 300-piece puzzle in under 2 hours (to be eligible for the prize drawing). Interested groups may **register by calling Cortni at 763-706-3681 or e-mailing her at cobrien@columbiaheightsmn.gov.**

There being no further business, a motion to adjourn was made and seconded at 6:27 pm; the **meeting was adjourned.**

Respectfully submitted,



Nicholas P. Olberding
Recording Secretary, CHPL Board of Trustees