



# LIBRARY BOARD

Library—Community Room, 3939 Central Ave NE  
Wednesday, February 01, 2023  
5:30 PM

---

## AGENDA

### ATTENDANCE INFORMATION FOR THE PUBLIC

*Members of the public who wish to attend may 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.*

### CALL TO ORDER

- 1. Review/Approve Library Board Minutes from December 7, 2022**
- 2. Review 2022 Budget**

**COMMUNITY FORUM:** At this time, individuals may address the Library Board about any item not included on the regular agenda. All speakers need to state their name and connection to Columbia Heights, and limit their comments to five (5) minutes. Those in attendance virtually should send this information in the chat function to the moderator. The Board will listen to brief remarks, ask clarifying questions, and if needed, request staff to follow up or direct the matter to be added to an upcoming agenda.

### OLD BUSINESS

- 3. Community Outreach**

### NEW BUSINESS

- 4. Photography & Video Policy Draft**  
MOTION: To approve and adopt the Photography & Video Policy.
- 5. Decision on a Book Sale in conjunction with the Citywide Garage Sale (June 9-10, 2023)**
- 6. Staffing Update:** Library Page position
- 7. Discussion on Library Use of TikTok**
- 8. Discussion on CHPL Support for Columbia Heights Public Schools**

### DIRECTOR'S UPDATE

- 9. November & December Board Report**

### ADJOURNMENT

*Auxiliary aids or other accommodations for individuals with disabilities are available upon request when the request is made at least 72 hours in advance. Please contact Administration at 763-706-3610 to make arrangements.*



## COLUMBIA HEIGHTS PUBLIC LIBRARY

3939 Central Ave NE, Columbia Heights, MN 55421

### BOARD OF TRUSTEES: MEETING MINUTES

Wednesday, December 7<sup>th</sup>, 2022

Drafted  
12/8/2022

#### 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 Teresa Eisenbise at 5:32pm.

**Members physically present:** Teresa Eisenbise; Gerri Moeller; Chris Polley; Carrie Mesrobian; Rachelle Waldon; Nick Novitsky (Council Liaison). **Members remotely present:** N/A. **Members absent:** N/A. **Also present:** Renee Dougherty (Library Director); Nick Olberding (Recording Secretary); Jane Polley (CHPL Foundation). **Public remotely present:** Justice Spriggs; Dan Spriggs.

1. The **Minutes of the November 2, 2022**, Board Meeting were **moved and unanimously approved**.
2. **Review Operating Budget:** 91% into the year and 83.5% of the budget encumbered.
  - a. **City Council Resolutions:** The Columbia Heights City Council recently passed three resolutions that affected the budget statement.
    - i. **COLA Allowance (41810):** Cost Of Living Adjustment Allowance increase of \$80,000 was added to the budget for the Library. See Resolution 2022-106 (11/14/2022 City Council Meeting).
    - ii. **Transfer of Library Fund Balance to City Capital Equipment Replacement Fund (47270).**
    - iii. **Transfer Out to Information Technology (47370):** Price adjustment to cover the transition to Microsoft Office 365 licenses for Library staff (\$700).

**Community Forum:** Opportunity for public input.

3. **CHPL Foundation Art Committee Update:** Jane Polley of the CHPL Foundation (501(c)3 non-profit) shared progress on acquiring public art for the Library interior, an overview of art guidelines, and research/promotion over the past year. The Foundation acquired one painting (soon to be installed) at the Fine Arts Building at the MN State Fair by Fridley artist Rachel Klismith (see the November Board packet for more information.) The Foundation has also commissioned a set of three fabric artworks to be displayed above the laptop counter by artist [Kelly Marshall](#). They have publicized their call for art in the Northeaster and on Facebook, but with little response, so if you know any local artists, you can bring them to the Foundation's attention.

#### Old Business:

4. **Update on E-Cards for Columbia Academy:** 680 E-Cards have been given to the administration of Columbia Academy for distribution, which according to the Board, is good timing because their school library is now mostly off-limits to students. For next year Renee would like to explore the use of SORA (by Libby/Overdrive) as a way to deliver e-resources to the school district. Sora is a platform created by Libby/Overdrive to serve students and content can be tailored based on age and reading level.
5. **Review of PowerPoint for Board Public Presentations:** The Board reviewed the new draft presentation and were very happy with the PowerPoint. They did not have any notes or additional information at the time. They are very thankful to Cortni for putting this together!

#### New Business:

6. **Approve 2023 Library Holiday/Closed Dates:** All the proposed weekday Closed/Holidays for 2023 are based on approved City holidays except an additional Thursday in May for annual staff training with Anoka County

Libraries. On the Memorial Day and Labor Day weekends we are closed on the Saturday in coordination with Anoka County Libraries. **MOTION to approve the 2023 Library Holiday/Closed Dates; moved and unanimously approved.**

7. **Approve 2023 Library Board of Trustees Meeting Dates:** The Library Board meets at 5:30pm on the first Wednesday of each month, unless specified otherwise. This year the Board agreed that all meetings shall remain at this time, except for choosing to cancel the July 2023 meeting due to it falling on the day after Independence Day (that being a popular vacation/travel time). **MOTION to approve the 2023 Library Board Meeting Dates, amended with no July meeting; moved and unanimously approved.**
8. **Approve 2023 CHPL Fee Schedule:** The Board reviewed the proposed CHPL Fee Schedule for 2023; the only changes from 2022 are the elimination of the “new” DVD rental fee of \$1, and elimination of overdue fines (which was already approved by the Library Board and City Council early this year). **MOTION to approve the 2023 CHPL Fee Schedule; moved and unanimously approved.**
9. **Update on English Language Learner "Family Nights" for CHPS & ICS:** Youth Services Librarian Eliza Pope has planned a series of “Family Nights” at the Library as an introduction to the services/materials offered for families (specifically those who are English Language Learners). A November evening for Highland Elementary served 120 people. Over 50 from Immaculate Conception visited on December 5, and an evening for North Park School for Innovation is planned for December 15.
10. **Update on Library CareerForce Corner initiatives:** Minnesota’s statewide employment resource, CareerForce, now has CareerForce Corners at libraries as a first point of contact to guide job seekers to city and county job training centers. (Anoka County’s is located at 1201 89th Avenue NE, Suite 235, Blaine, MN 55434.) CHPL held two resume workshops in the past couple of months, but they were poorly attended. On January 9<sup>th</sup> (10:30am-12:30pm) the Library will host a Job Fair and seek to offer an additional fair for teens in the spring.
11. **Director’s Update:** Operational reports, general updates, event reminders, and items from the floor.
  - a. October Operational Report
    - i. Boiler and Staff Entry Call Box were repaired.
    - ii. Teresa asked if the Library would ever hold a book sale, like those at larger libraries, or if it prefers to continue the sale cart. Renee suggested that the Library does not have sufficient storage space to save enough books for a sale, or a large enough volunteer group to manage it. The group discussed a smaller scale sale during the summer Citywide Garage Sale.
  - b. Programs:
    - i. Doug Ohman’s next *Minnesota from the Road* presentation is February 4<sup>th</sup> @ 11am.
    - ii. Service Recognition for Nick Novitsky/John Murzyn Jr. before next Monday’s City Council Meeting in the Council Chambers. Meeting begins at 6 pm.

There being no further business, a motion to adjourn was made and seconded at 6:30 pm; the **meeting was adjourned.**

Respectfully submitted,



Nicholas P. Olberding  
Recording Secretary, CHPL Board of Trustees

## EXPENDITURE REPORT FOR CITY OF COLUMBIA HEIGHTS

PERIOD ENDING 12/31/2022

Fiscal Year Completed: 100%

Fund 240 - LIBRARY

ACCOUNT	DESCRIPTION	2022	YTD	ACTIVITY FOR	ENCUMBERED	UNENCUMBERED	% BDGT
		AMENDED	BALANCE	MONTH			
		BUDGET	12/31/2022	12/31/22	YEAR-TO-DATE	BALANCE	USED
41010	REGULAR EMPLOYEES	442,600.00	453,864.44	35,220.18	0.00	(11,264.44)	102.55
41011	PART-TIME EMPLOYEES	113,300.00	100,642.84	8,036.58	0.00	12,657.16	88.83
41020	OVERTIME-REGULAR	900.00	648.55	64.37	0.00	251.45	72.06
41070	INTERDEPARTMENTAL LABOR SERV	2,000.00	0.00	0.00	0.00	2,000.00	0.00
41210	P.E.R.A. CONTRIBUTION	41,900.00	40,228.75	4,525.00	0.00	1,671.25	96.01
41220	F.I.C.A. CONTRIBUTION	42,800.00	42,243.38	3,546.32	0.00	556.62	98.70
41300	INSURANCE	78,200.00	76,478.33	6,427.68	0.00	1,721.67	97.80
41400	UNEMPLOYMENT COMPENSATION	0.00	709.38	0.00	0.00	(709.38)	100.00
41510	WORKERS COMP INSURANCE PREM	2,700.00	4,070.78	474.69	0.00	(1,370.78)	150.77
41810	COLA ALLOWANCE	101,200.00	0.00	0.00	0.00	101,200.00	0.00
42000	OFFICE SUPPLIES	1,200.00	1,219.04	213.45	0.00	(19.04)	101.59
42010	MINOR EQUIPMENT	100.00	1,091.87	0.00	0.00	(991.87)	1,091.87
42011	END USER DEVICES	30,100.00	34,456.18	0.00	0.00	(4,356.18)	114.47
42012	OTHER TECHNOLOGY EQUIPMENT	0.00	141.97	0.00	0.00	(141.97)	100.00
42020	COMPUTER SUPPLIES	100.00	0.00	0.00	0.00	100.00	0.00
42030	PRINTING & PRINTED FORMS	900.00	516.77	75.00	0.00	383.23	57.42
42160	MAINT & CONSTRUCTION MATERIALS	0.00	375.60	375.60	0.00	(375.60)	100.00
42170	PROGRAM SUPPLIES	1,800.00	1,517.34	219.95	0.00	282.66	84.30
42171	GENERAL SUPPLIES	6,600.00	11,702.07	373.24	0.00	(5,102.07)	177.30
42175	FOOD SUPPLIES	200.00	67.21	0.00	0.00	132.79	33.61
42180	BOOKS	58,000.00	46,510.43	6,001.39	0.00	11,489.57	80.19
42181	PERIODICALS, MAG, NEWSPAPERS	7,000.00	6,905.56	0.00	0.00	94.44	98.65
42183	E-BOOKS	8,000.00	13,658.70	0.00	0.00	(5,658.70)	170.73
42185	COMPACT DISCS	5,000.00	4,584.76	1,375.58	0.00	415.24	91.70
42187	BOOK/CD SET	500.00	0.00	0.00	0.00	500.00	0.00
42189	DVD	6,300.00	5,874.80	725.58	0.00	425.20	93.25
42190	DOWNLOADABLE VIDEO	2,500.00	0.00	0.00	0.00	2,500.00	0.00
42280	VEHICLE REPAIR AND PARTS	0.00	128.43	0.00	0.00	(128.43)	100.00
42990	COMM. PURCHASED FOR RESALE	300.00	0.00	0.00	0.00	300.00	0.00
43050	EXPERT & PROFESSIONAL SERV.	19,200.00	17,710.89	3,725.03	1,800.00	(310.89)	101.62
43105	TRAINING & EDUCATION ACTIVITIES	500.00	716.16	0.00	0.00	(216.16)	143.23
43210	TELEPHONE	700.00	330.51	22.37	0.00	369.49	47.22
43220	POSTAGE	200.00	168.46	45.51	0.00	31.54	84.23
43250	OTHER TELECOMMUNICATIONS	2,300.00	2,396.79	204.13	0.00	(96.79)	104.21
43310	LOCAL TRAVEL EXPENSE	700.00	259.16	163.44	0.00	440.84	37.02
43600	PROP & LIAB INSURANCE	9,300.00	9,300.00	775.00	0.00	0.00	100.00
43800	UTILITY SERVICES	0.00	6,355.78	1,605.83	0.00	(6,355.78)	100.00
43810	ELECTRIC	37,100.00	42,115.42	5,855.39	0.00	(5,015.42)	113.52
43820	WATER	2,700.00	0.00	0.00	0.00	2,700.00	0.00
43830	GAS	8,000.00	15,038.82	4,708.10	0.00	(7,038.82)	187.99
43850	SEWER	3,200.00	0.00	0.00	0.00	3,200.00	0.00
44000	REPAIR & MAINT. SERVICES	19,600.00	19,074.99	455.52	0.00	525.01	97.32
44010	BUILDING MAINT:INTERNAL SVCS	39,300.00	39,345.96	3,278.83	0.00	(45.96)	100.12
44020	BLDG MAINT CONTRACTUAL SERVICES	27,100.00	37,254.94	2,989.52	0.00	(10,154.94)	137.47
44030	SOFTWARE & SOFTWARE SUBSCRIPTIONS	0.00	4,712.04	0.00	0.00	(4,712.04)	100.00
44040	INFORMATION SYS:INTERNAL SVC	74,300.00	74,300.04	6,191.67	0.00	(0.04)	100.00
44050	GARAGE, LABOR BURD.	500.00	279.25	0.00	0.00	220.75	55.85
44310	CREDIT CARD FEES	300.00	0.00	0.00	0.00	300.00	0.00
44330	SUBSCRIPTION, MEMBERSHIP	650.00	460.00	460.00	0.00	190.00	70.77
44375	VOLUNTEER RECOGNITION	200.00	164.73	37.14	0.00	35.27	82.37
47100	OPER. TRANSFER OUT - LABOR	15,750.00	15,750.00	1,312.50	0.00	0.00	100.00
47270	TRANSFER TO CAP EQP REPL FD	150,000.00	150,000.00	0.00	0.00	0.00	100.00
47370	TRANSFER OUT TO INFO TECHNOLOGY	700.00	700.00	0.00	0.00	0.00	100.00

TOTAL EXPENDITURES:

1,366,500.00	1,284,071.12	99,484.59	1,800.00	80,628.88	94.10
--------------	--------------	-----------	----------	-----------	-------

**Columbia Heights Community Groups  
12/29/2022**

- Athletic Boosters
- Columbia Heights Public Schools
- Columbia Heights/Fridley Kiwanis
- Crestview
- Eastside Neighborhood Services
- Greater Life Church
- HeightsNEXT
- Hope Community Church
- ICC
- Key Club
- Lee Carlson Center
- Lions
- Prodeo Academy
- Rotary
- SACA
- Southern Anoka County Neighborhood Center
- St. Matthew Lutheran Church

## Columbia Heights Public Library

### Photo and Video Policy

1. The Director, or in the Director's absence, the Adult Services Librarian, must preapprove commercial photography, filming or photography requiring lights or other equipment, taking place in the Columbia Heights Public Library. All requests should be made in writing and at least three days in advance.
2. The public areas of the Library are part of the public environment and therefore, casual noncommercial photography intended to record a visit is permitted, provided that such photography does not interfere in any way with Library operations or patrons or require additional equipment such as lighting.
3. The City of Columbia Heights and the Columbia Heights Public Library reserves the right to utilize photographs or video taken at the library and during library events, classes, and activities. All library patrons consent to the use of their photo being taken at the library or during library events unless they inform staff of an objection to such use. Images may be used by the Columbia Heights Public Library or the City of Columbia Heights for educational or promotional purposes in print, online and video. Photos, images, and videos submitted by users for online galleries or contests may also be used by the Library for promotional purposes. If a library patron does not wish himself/herself or his/her child to be photographed or recorded, the customer must notify library staff. To ensure the privacy of individuals and children, images will not be identified using full names without approval from the photographed subject, parent, or legal guardian.
4. Security cameras may be in use at the Library. Individuals are unable to opt out of security camera monitoring and recording.

The following sign shall be posted in the Library where applicable.

The Columbia Heights Public Library reserves the right to utilize photographs or video taken at the library for publicity purposes in print materials and online. All library patrons consent to the use of their photo being taken at the library or during library events, unless they inform staff of an objection to such use. No names will be utilized in conjunction with photos without consent. If you do not want us to use a photo or video of you or your child, please notify Library staff.

Adopted: xx, xx, 2023

# Librarians Are Meeting Younger Readers Where They Are: TikTok

Kelley, Lora

[ProQuest document link](#)

## FULL TEXT

The pandemic hurt children's reading skills. Librarians are doing what it takes to connect them with books —including dance routines.

The pandemic wiped out decades of progress in children's reading skills. So what's a librarian hoping to engage children and teenagers with books and reading to do?

"Meet them where they are," said Sara Day, a teen services librarian at the Woodland Public Library in Woodland, Calif. And that, she said, is on TikTok.

A growing number of librarians are joining her there. Last month, Day and her colleague, Sara Vickers, a children's librarian, led dozens of their colleagues in a short choreography set to Taylor Swift's "Anti-Hero," as part of a session called "TikTok O' Clock!" at the Young Adult Library Services Association's 2022 symposium in Baltimore. "Looking cool was a big challenge at the beginning," Vickers, 34, told the crowd. That was until her colleagues had a change in mind-set. "Lean into the cringe," Day, 29, advised. Teens are overwhelmed, she said. "Put a smile on their face."

Asked if their libraries were on TikTok, about half of the room raised their hands. The message to teens, Day said, is: "Come in, there's a space for you."

On TikTok, librarians don costumes, dance to viral songs, show off new books and bond with their co-workers. And as they do so, they draw in visitors and drum up interest in reading: Margo Moore, 28, a teen services librarian who traveled to the symposium from Lawrence, Kan., said that interest in books featured in popular TikTok videos often spikes in the days and weeks that follow.

Library TikTok is related to, but distinct from, BookTok, a corner of the platform where readers post about their favorite books and which has become a force in book sales. On library TikTok, there is chatter about books, but librarians also post about resources and events, showcasing libraries as welcoming places for diverse communities. There is no official tally of library and librarian TikTok accounts, but Katie Elson Anderson, a reference librarian at Rutgers University-Camden, has compiled a list of 85 accounts —which she says is likely an undercount.

Making the effort to show up on TikTok tells young people that "we're here, we hear you, we feel you," said Celia Greer, 30, a teen coordinator at the Kankakee Public Library in Kankakee, Ill. The library posted a video that went viral on TikTok earlier this year, earning over one million views —and scoring a comment from Kevin Bacon. The library then posted a second video celebrating Bacon's comment, which got more than 30,000 views. Now, the account is a local phenomenon, she said.

"People know who we are out in public because of the TikToks," said Greer.

Librarians said that the TikTok videos are also a blast for the staff, who are often dealing with burnout and stress after serving their communities throughout the pandemic. As conflicts over book bans escalate across the country, some librarians have also come under attack.

"We just want people to engage with local libraries," said Emily Jackson, 40, the social media manager for Dallas Public Library. "In the environment we're in, it's super important."

In August, the Dallas Public Library's account posted a TikTok about titles that had been banned or challenged. In

the video, Jackson holds up a series of books as “World’s Smallest Violin” by AJR —a song that was popular on TikTok —plays. The post reached nearly 28,000 people.

Several librarians also said that the platform can be helpful in dispelling stereotypes and giving people a realistic view of what libraries and librarians are like in 2022.

“We have this misconception that libraries are antiquated and not on top of tech trends,” said Emily Drabinski, the president-elect of the American Library Association. But historically, she said, librarians are often on the forefront of engaging with new technologies.

“It is our job to select, acquire, describe, make accessible and circulate preserved knowledge,” Drabinski added.

“That’s the whole project. So as technology changes the ways things are circulated, we change with it.”

Librarians can also use TikTok to spread trustworthy information on a platform rife with manipulated content. “It is a space that requires critical information literacy,” said Jessie Loyer, an academic librarian in Calgary, Alberta who posts about topics including digital sovereignty and repatriation on TikTok under the handle @IndigenousLibrarian.

“Librarians have always been involved in helping people figure out what is real, what is relevant,” Loyer added. So TikTok, she said, is “a necessary space to be in, and a useful tool.”

Not everyone is on board with the idea of librarians posting on TikTok. Some library directors and boards find some TikTok accounts unprofessional, Vickers said. And some librarians are ambivalent about encouraging young people to use the platform. Elizabeth Miller, 22, a youth services librarian at the Rehoboth Beach Public Library in Rehoboth Beach, Del., said that while TikTok has potential for helping people make friends and explore hobbies, the app isn’t always a healthy environment for adolescents.

But others, including librarians at Kankakee Public Library, find that TikTok lets them engage with the community in person, too. The library often collaborates with local figures, including the mayor. “He’s always excited to do it,” said Greer, who helps make the videos. The library has plans to make TikToks with cheerleaders and the drama club at the local high school next year.

“We may not make them readers this year or next year,” said her colleague Mary Bass, 30, the youth services assistant supervisor and lead at the Kankakee library. “But they’ll know that we’re here as they grow up.”

## DETAILS

<b>Subject:</b>	Reading comprehension; Young adults; Librarians; Public libraries; Information literacy; Books; Pandemics; Library associations
<b>Company / organization:</b>	Name: TikTok Inc; NAICS: 518210
<b>Identifier / keyword:</b>	Libraries and Librarians; Social Media; Books and Literature; Youth; Video Recordings, Downloads and Streaming; Children and Childhood
<b>Publication title:</b>	New York Times (Online); New York
<b>Publication year:</b>	2022
<b>Publication date:</b>	Dec 30, 2022
<b>Section:</b>	books
<b>Publisher:</b>	New York Times Company
<b>Place of publication:</b>	New York

<b>Country of publication:</b>	United States, New York
<b>Publication subject:</b>	General Interest Periodicals--United States
<b>Source type:</b>	Blog, Podcast, or Website
<b>Language of publication:</b>	English
<b>Document type:</b>	News
<b>ProQuest document ID:</b>	2759322965
<b>Document URL:</b>	<a href="https://www.proquest.com/blogs-podcasts-websites/librarians-are-meeting-younger-readers-where-they/docview/2759322965/se-2?accountid=40273">https://www.proquest.com/blogs-podcasts-websites/librarians-are-meeting-younger-readers-where-they/docview/2759322965/se-2?accountid=40273</a>
<b>Copyright:</b>	Copyright 2022 The New York Times Company
<b>Last updated:</b>	2022-12-30
<b>Database:</b>	New York Times

Database copyright © 2023 ProQuest LLC. All rights reserved.

[Terms and Conditions](#) [Contact ProQuest](#)

## Columbia Heights Public Library Library Board Report - November 2022

**BUILDING**

- Horowitz repaired a malfunctioning boiler pump.
- The community room served as the CH Precinct 3 polling site for the General Election.

**COLLECTION**

- Book displays included Native American Heritage month, Mo-vement mustaches, “I Survived...” read-a-likes, Maud Hart Lovelace award nominees, and “Fancy, not Nancy” easy books.
- Weeding of adult fiction and mystery A-H was completed.

<b>PROGRAMS, VIRTUAL EVENTS,</b>	<b>DATE</b>	<b>INTENDED AUDIENCE</b>	<b>ATTENDANCE</b>
Tinker Time: Block Printing	11/1	Children (6-11)	11
Daycare Storytime	11/2	Children (0-5)	13
English Language Conversation Circle	11/3	Adult	3
Highland Elementary ELL Family Night	11/3	All Ages	120
Doug Ohman’s MN from the Road: Heartland Lakes	11/5	Adult	50
Family Storytime	11/7	Children (0-5)	27
English Language Conversation Circle	11/7	Adult	3
English Language Conversation Circle	11/10	Adult	3
Family Storytime	11/14	Children (0-5)	22
English Language Conversation Circle	11/14	Adult	4
Storytime at ECFE class	11/15	Children (0-5)	16
Tinker Time: Shrinky Dinks	11/15	Children (6-11)	11
Storytime at ECFE class	11/16	Children (0-5)	23
Adult Book Club: “The Name of the Wind”	11/16	Adult	6
Storytime at ECFE class	11/17	Children (0-5)	16
English Language Conversation Circle	11/17	Adult	2
Wine and Words Book Club: “The Bookwoman of Troublesome Creek”	11/18	Adult	12
English Language Conversation Circle	11/21	Adult	5
Organizing Your Important Documents – CANCELLED	11/21	Adult	
Storytime at ECFE class	11/22	Children (0-5)	14
Storytime at ECFE class	11/22	Children (0-5)	14
English Language Conversation Circle	11/28	Adult	4
Tinker Time: Clay Action Figures - CANCELLED	10/29	Children (6-11)	

**STAFF**

- Eliza Pope, Youth Services Librarian,
  - Distributed 15 take-and-make poetry workbooks created by May Lee-Yang as part of a MELSA Teen Lit Takeover presented in place of a live conference.
  - Planned or facilitated Tinker Time programs on block printing and Shrinky Dinks.
  - Hosted an English Language Learner Family night at the library for Highland Elementary on 11/5 where she explained library services and designed a scavenger hunt to help familiarize families with the building.
  - Visited five Early Childhood and Family education classrooms to present storytime and promote library services.
  - Attended the CHPS Academic Leadership Team meeting to promote library resources to district teachers.
  - Attend the 21<sup>st</sup> Century Community Learning Centers grant Advisory Council.
  - Met with Darcy Hokkanen from the Anoka County Job Training Center about a job fair for youth in spring.

- Planned additional ELL Family Nights for Immaculate Conception School and North Park School for Innovation.
- Cortni O’Brien, Adult Services Librarian,
  - Met with the Friends of the Library on 11/10.
  - Met with Will Rottler to plan a video about Conversation Circles.
  - Delivered materials to six “At-Home” patrons.
- Renee Dougherty, Library Director,
  - Presented the proposed 2023 budget at the City Council work session.
  - Met with Jane Polley of the Library Foundation to discuss a potential art acquisition.
  - Met with Marcia Barcelata-O’Neill and Marc Valencia from NewPublica about public engagement at the library in support of the Minnesota Department of Transportation planning study for the future of Central and University Avenues.
  - Facilitated the adult book club discussion.
  - Met with Sarah Hawkins from ACL and Kelly Olson about creating library cards from MELSA applications.
  - Was interviewed by Wilder Foundation staff as part of the Anoka County Library Community Needs Assessment.
  - Attended two virtual presentations from potential patron engagement software vendors.
  - Attended regular meetings of the ACL management and public service teams, and Columbia Heights division heads.

**Miscellaneous**

- The Tiny Art Show was displayed throughout the month; 28 works were submitted.
- Six hundred eighty (680) ecards were delivered to Columbia Heights Public Schools for distribution to students and teachers at Columbia Academy.
- Nassar Mussa from Metro Transit tabled in the lobby on 11/23 to present information and receive feedback about the proposed Bus Rapid Transit F-line.
- A second outreach worker from Guild began meeting with people transitioning out of homelessness. Tina Sweesy visits on Tuesdays, 1-4 pm, and Torre Judkins on Wednesdays, 10 am – 2 pm.
- Two 911 calls were made for wellness checks for non-responsive visitors.
- Staff tracked reference interactions during MELSA Survey week, 11/14-11/19.

FACILITY USE	2022	2021
Visitors	5,343	5,515
Study & Meeting Room Use	199	207

PUBLIC COMPUTER USE	2022	2021
Users	716	857
Sessions	1,020	1,246
Minutes	41,964	45,947

VOLUNTEERS	Total	Hours
Adult	5	25.5
Teen	1	3



## Columbia Heights Public Library Library Board Report - December 2022

### BUILDING

- Orkin inspected and installed traps for insects and rodents.
- Gas lines on Central Avenue were replaced on the 5<sup>th</sup>; gas to the building was disconnected for a few hours, reconnected, and boilers restarted.

### TECHNOLOGY

- Twenty-four new desktop computers with larger monitors were installed for public use, replacing thin clients purchased in 2015 and eliminating the need for a dedicated server.



### COLLECTION

- Displays included binge-worthy DVDs and new books.
- Signage in Spanish, Arabic, and Somali was added to the juvenile world languages collection.
- Weeding of adult mystery I-Z, adult music CDs, and adult audiobooks was completed.

PROGRAMS, VIRTUAL EVENTS,	DATE	INTENDED AUDIENCE	ATTENDANCE
English Language Conversation Circle	12/1	Adult	2
Watercolor Greeting Cards	12/2	Adult	10
Doug Ohman’s MN from the Road: Southwest Prairies	12/3	Adult	52
Mayor’s Visit to Lomianki/Sister Cities	12/3	Adult	25
English Language Conversation Circle	12/5	Adult	3
Immaculate Conception School ELL Family Night	12/5	Children (6-11)	55
Daycare Storytime	12/7	Children (0-5)	13
Conversation Circle	12/8	Adult	2
Brain Buster Day	12/9	Teen	6
Snow Globes	12/9	Children (6-11)	35
Lovely Luminations	12/10	Children (6-11)	22
English Language Conversation Circle	12/12	Adult	6
DIY Candle Making	12/13	Teen	12
North Park School ELL Family Night	12/14	Children (6-11)	75
English Language Conversation Circle – <i>canceled</i>	12/15	Adult	
English Language Conversation Circle	12/19	Adult	4
Adult Book Club: “The Sentence”	12/21	Adult	6
English Language Conversation Circle – <i>canceled</i>	12/22	Adult	
Meet the Law Librarian – <i>canceled</i>	12/22	Adult	
Tinker Time: Clay Action Figures	12/27	Children (6-11)	15
Snowflake Celebration	12/29	Children (6-11)	32
English Language Conversation Circle	12/29	Adult	4

### STAFF

- Eliza Pope, Youth Services Librarian,
  - Hosted English Language Learner Family nights for North Park School for Innovation and the Immaculate Conception School where she explained library services and designed a scavenger hunt to help familiarize families with the library space. Families also had a chance to sign up for library cards and request materials. The schools provided refreshments, door prizes, and Spanish translators to make families feel welcome.

- Created a “Brain Buster” program to gather teen feedback on Encore/21<sup>st</sup> Century Community Learning Center programming at the library.
- Created a voting board to solicit community feedback on desired experiential play/learning toys. Topping the poll were cooking toys, sensory exploration toys, and a dollhouse.
- Cortni O’Brien, Adult Services Librarian,
  - Met with the Friends of the Library.
  - Met with Will Rottler, Paul Cram and Oussini Surant to film a video about Conversation Circles.
  - Delivered materials to six “At-Home” patrons.
- Renee Dougherty, Library Director,
  - Attended update meetings on the DEED/State Library CareerForce Corner and DNR State Park pass programs.
  - Staffed a table at the CHPS Resource Fair at the Family Center on the 6<sup>th</sup>.
  - Participated in a meeting of the CHPS Communications Advisory Council.
  - Attended regular meetings of ACL management and public service teams, and Columbia Heights division heads.



**MISCELLANEOUS**

- Staff attended the City Holiday party on the 14<sup>th</sup>.
- The Tiny Art Show was displayed through month end.



PUBLIC COMPUTER USE	2022	2021
Users	665	700
Sessions	1,056	995
Minutes	42,033	34,264

FACILITY USE	2022	2021
Visitors	4,846	4,655
Study & Meeting Room Use	124	143

VOLUNTEERS	Total	Hours
Adult	6	26
Teen	1	4