



**Minutes of the Monday, December 13, 2021 Meeting
Library Advisory Board**

Buckham Library Great Hall

PRESENT: Travis Davidson (Chair), Jayne Spooner (Vice Chair), Keri Simon, Melissa Kuhl, Nevaeh Weeg, Delane James (Library Director), Paula Hildebrandt (Library Receptionist)

CALL TO ORDER: Travis called the meeting to order at 6:00 p.m.

APPROVAL OF THE MINUTES: The minutes of the October 11, 2021, meeting was approved as written following a motion by Keri and a second by Melissa. Motion carried.

REQUESTS TO BE HEARD: None

DIRECTOR'S REPORT: Library Director, Delane James reported on the following:

- Three current members of the Library Advisory Board—Keri, Jayne, and Nevaeh—have terms that end in January 2022. Isabell O'Connor resigned effective immediately. Nevaeh, Keri and Jayne have resubmitted applications to continue for another term. Gordon Liu has also applied.
- Per Tim Murray, masking is required in all city of Faribault facilities at least until the end of 2021, with reevaluation at that time.
- Delane attended the December 9, 2021, pretrial hearing for the juvenile involved in the library break in. At that time, the juvenile pled guilty to a lesser charge and took full responsibility for his actions. Delane will write a victim impact and restitution statement. The entire library security system has been upgraded.
- On December 3, Delane met with Margot Barry, the MLIS Candidate who conducted the marketing survey for Buckham Library. Over 50 surveys were returned; Delane will share the results when they become available.
- Our Storywalk on Central was featured on November 15 on the Facebook page of the Association of Bookmobile and Outreach Services, an international nonprofit organization. The Storybook Christmas theme for the Hometown Holidays celebration was based on our Storywalk as well.
- Santa on the plaza during the Hometown Holidays celebration worked out very well, with at least 200 pictures with Santa taken.
- The library partnered with Minnesota author Kevin Strauss for 2 online story concert performances, "Wolf Tales from Around the World", on November 17 and 23. Funding was provided by a grant from the Minnesota State Arts Board.
- As of January 1, 2022, our library will be fine free. Linda Hanson is working on graphics and Troy Temple will do a short promo video to go on the website and Facebook page.
- We will be mailing out our own notices beginning Monday, December 20, 2021, as SELCO will no longer provide this service.

TEEN ADVISORY BOARD REPORT: Nevaeh reported that TAB discussed the Storybook concerts, Pizza and Pages, and Books and Brownies at their last meeting.

SELCO REPORT: Jayne reported that she was unable to attend the last SELCO Board meeting. She will be serving on the Structure Committee as plans are made to possibly combine SELCO and SELS. Delane explained that the SELS system includes school libraries, historical society libraries, etc. that don't get as much activity as the public libraries. SELCO plans to bring in a consultant at the January meeting to facilitate the restructuring process.

REVIEW CIRCULATON POLICY: Delane sent out a draft of proposed changes for review prior to the meeting. Keri made a motion to accept the changes as written and approve the updated circulation policy. Seconded by Jayne. All in favor. Motion carried.

BEQUEST DISCUSSION: Delane met with Finance Director Jeanne Day to draft a resolution to create a Special Revenue fund to invest the bequest money for a longer period of time (18 months) in order to receive a higher interest rate, as well as a timeline for planning how to proceed with the funds. Delane will bring the resolution proposal and timeline to the City Council for approval on December 14, 2021. A Spending and Investment policy needs to be written and adopted as well. At the January meeting, Delane would like to begin some brainstorming about use of this money.

OTHER: None

NEXT MEETING DATE: Monday, January 10, 2022, at 6:00 p.m. in the Great Hall, Buckham Library.

ADJOURNMENT: The meeting was adjourned at 6:40 p.m.

Respectfully submitted,
Paula Hildebrandt, Library Receptionist