

Minutes
Nobles County Library Board
Monday, April 11, 2022

- **The following board members were in attendance:** Peg Faber, Bob Paplow, Katie Kouba, Andrea Duarte Alonso, Jensine Kinser and Kathy Craun
- **Absent:** None.
- **Present library staff:** Office Support Marci Moshier and Circulation and Technical Services Coordinator Laurie Ebbers
- **Others present:** County Administrator Bruce Heitkamp, Kari Lucin from The Globe and Pete Navara from Friends of the Library

Call to Order:

Peg Faber called the meeting at 4:00 p.m.

Additions to Agenda:

Bruce Heitkamp would like “Ancestry” added to the agenda.

M/S/P: Kouba/Duarte Alonso

Public Comment:

None.

Approval of Minutes:

The board reviewed the minutes from the March 14, 2022 meeting.

M/S/P: Kinser/Duarte Alonso

Reports:

Financial:

The board reviewed the financial reports from March 2022.

M/S/P: Kouba/Kinser

Claims:

The board reviewed the March 2022 claims.

M/S/P: Craun/Duarte Alonso

Circulation:

The board reviewed the circulation reports for March 2022.

PCLS Report:

Laurie Ebbers reports that she attended the Plum Creek Advisory Council meeting in Slayton. She told the Board how the different libraries in Plum Creek are doing different little programs. For example, Luverne had a trivia night at the bar and around 70 people attended. The meeting was a start to get ideas of what we can do. There is discussion amongst the Board how the brewery in town does a trivia night and that maybe we could sponsor a prize or something like that. Laurie continues that at the Advisory Council meeting there was discussion about Koha; there is an overlay that is going to be added to it that will make it much more user friendly on the public side. The series information can easily be viewed and it will go back and forth from a series back to the list, which it doesn't do easily now. Laurie adds that this is being paid with the ARPA Grant that Plum Creek is getting, so there will be no real additional costs to the library. This will take about three months to implement. Andrea Duarte Alonso informs the Board that the next Plum Creek Governing Board meeting is April 20th. Kathy Craun updates that at the last Governing Board meeting they elected officers and filled the Board in with what they're doing upgrade-wise to the Plum Creek building.

Old Business:

Library Strategies – Update

- Bruce Heitkamp updates the Board that the library staff had a meeting last Thursday morning and that will probably be continued. He will report to the Library Board and keep the County Commissioners updated so that everybody is informed. Bruce continues that the staff worked through the sheets of the Library Strategies that he copy and pasted together. He adds that when the staff got to Strategy 1 (Implement a more complete self-service model to provide the most welcoming environment and experience for all visitors.) that there was a consensus from the staff that that was the previous Library Director's vision and nobody else's. Bruce adds that the staff explained that most people have questions and want to interact with staff, rather than just go to a kiosk. This Self-Service model is a low priority.
- Bruce continues that when the staff got to Strategy 2 (Reorganize current public and staff spaces at the Worthington library for improved customer experience and staff efficiencies incorporating both main and lower floors.) there was discussion on the asbestos tile in the basement. Consensus is that the tile should be removed and not covered up.
- The Board discusses having Rich from Maintenance work with a man in town that works with this sort of thing. Bruce wraps up discussion about the staff meeting by adding that he did pick up a lot from the staff that work in this building and that we're slowly working into it, adding that at some point we'll have to get an architect.
- Bob Paplow states that we'll need to get everybody's input, gather everything and then give that to the architect. Kathy Craun points out that when we were going through the WELL Project that we worked with a library architect and asks if we're going to use them again or have to look for a different architect? Kathy continues that so much of the groundwork had been done with the staff already and with that library architect. Peg Faber adds that that was her specialty and that she hopes to get someone like that again. Bob states that there is only so much space to work with and Kathy answers that's true, but we will want an architect specific to libraries and that has expertise with libraries. Bob adds that it would still have to pass code and Kathy responds again that any architect could do this but it's a great idea for an architect with library experience to do this. She states that there are special needs for libraries and we need to be very cautious about which architect is selected.
- Bruce tells the Board that we will all keep working through this but that we don't want to get too far into this without new Library Director, Beth, but we can get started.

Library Employee Updates – Library Director, Circ. Assistant (3/5 Time), Circ. Assistant – Youth Services and Part-Time Intermittent Employees

- Bruce Heitkamp voices hats off to the library staff and to Sue Luing. Two weeks ago, things weren't great and now we're two evenings short but getting to be in pretty good shape.
- Bruce updates the Board:
 - Library Director – Beth Sorenson will be starting May 2nd.
 - Circulation Assistant (3/5 Time) Position - filled by former staff member, Roxana Castillo. She was interested in coming back and she's wonderful.
 - Circulation Assistant – Youth Services – had many applications for this position and they will be interviewing for this very soon.
 - Part-Time Intermittent Employees – Myra Palmer has returned from retirement as a 67-day hire and they'll see where she's at after that. Nancy Flynn has also returned from retirement in a Part-Time Intermittent Position.
 - Bruce again thanks the staff.

Ancestry

- Bruce Heitkamp reminds the board that Ancestry was discussed at the November 2021 Library Board meeting. We were paying a little over \$1,800.00 per year and use has been declining. There is a package for about \$400.00 that includes U.S. records and a newspaper database that the library could purchase, for staff use for patrons. Adult Services Librarian, Daniel Mick, will be talking to someone in the next couple of weeks to see if there is a better package for libraries. Kathy Craun questions if the Nobles County Historical Society has it at their new building? Katie Kouba asks if Ancestry was a service that could only be accessed here? Laurie Ebbers replies that yes, it was a subscription used here in the building. The Board discusses the legal aspect of it as well, if it's a package for the staff will it cause trouble if the staff logs a patron in to use while at the library or does it strictly need to be staff use only? Staff will have Daniel Mick enquire about this when he contacts Ancestry.

New Business:

▪ **Temporary Library Hours**

- Bruce Heitkamp explains that staff was tight and that he refused to burn anybody out. It was decided to close two evenings a week and that we should be able to return to normal hours next week. He adds that there was a radio ad on the radio as well as on the library's Facebook page and website.

▪ **Annual Report**

- Bruce Heitkamp gives another hats off to Laurie for doing the annual report. Bruce was able to minimally help her by getting some numbers from Finance and the report was submitted on time.

Other:

▪ **Winter Reading Program Results**

- Worthington's Results:
 - 118 signed up for the program
 - 89 patrons completed at least one card
 - 110 completed cards returned
 - 1,320 total books read
- Adrian's Results:
 - 55 signed up for the program
 - 34 patrons completed at least one card
 - 56 completed cards returned
 - 682 total books read

▪ **Open House**

- Kathy Craun asks about having an open house for the new Library Director, Beth. She adds that if it could possibly be done after a County Commissioner meeting that the Commissioners might be more likely to come. Kathy continues that for the previous Library Director's Open House, she contacted the City, School, Chamber, etc. to try and get community involvement in welcoming the new Director. There is a small amount of discussion of trying to find the best time to do that for Beth. Nothing is decided at this point.

Upcoming Events:

- **Arthur Norby (author of seven Tom Hall Mysteries) – Thursday, May 19, 2022**

Adjournment

Peg Faber adjourns the meeting at 4:52 p.m.

M/S/P: Duarte Alonso/Kinser

Peg Faber and Katie Kouba will be absent at the next meeting.

Next Meeting:

Monday, May 9, 2022 at 4:00 p.m. in the library's Program Room.

Respectfully submitted, Marci Moshier, Office Support