



**COLUMBIA HEIGHTS PUBLIC LIBRARY**  
3939 Central Ave NE, Columbia Heights, MN 55421  
**BOARD OF TRUSTEES: MEETING MINUTES**  
Wednesday, September 3, 2025

Drafted  
9/4/2025

**ATTENDANCE INFORMATION FOR THE PUBLIC**

Members of the public who wished to attend could do so in-person, or via Microsoft Teams by entering **Meeting ID 254 921 776 562 0** and **passcode QP35BK9R** at the scheduled meeting time. For questions, please contact Administration at 763-706-3610.

The meeting was called to order in the Library Community Room by Melanie Magidow at 5:31pm.

**Members present:** Melanie Magidow; Chris Polley; Olga Herrera; Theresa Strike; Amina Maameri. **Members remotely present:** Amáda Márquez Simula (City Council Liaison). **Members absent:** N/A. **Others present:** Renee Dougherty (Library Director); Nick Olberding (Board Secretary). **Public present:** N/A.

1. The **Agenda** was **approved** as is.
2. The **Minutes** from August 6, 2025, Library Board Meeting were **moved and approved**.
3. **Review of 2025 Operating Budget:** 66.6% of the year completed and 60.4% of the budget expended.
  - a. **44020 (Building Maintenance Contractual Services)** will be overspent by the end of the year due to boiler and air conditioning repairs, but the overall budget will remain aligned.

**Community Forum:** Opportunity for public input. **No correspondence and no public in attendance.** The CHPL website now has a contact form to submit questions or concerns: <https://chplmn.org/board>

**Old Business:**

4. **Staffing Update:** An offer was made to Brent Buchanan (currently a Page) for the Library Aide position, and he accepted. He will transition roles soon and do some additional training with Eliza and Farrah (who was most recently the Aide). Just posted today was a part-time Library Page position open externally for the next week.
5. **Great North Star Read-Together Planning:** This event is coming up soon on Saturday, September 20<sup>th</sup>. We have registered with the planners as a designated Read-Together location, and sent out press releases to the local newspapers, as well as posting to social media and added the event to the digital signboard rotation. It was agreed that homebase for the event will be in the Community Room and will have some refreshments available there, but once the reading starts people may spread out to wherever they feel comfortable (inside and out). We will try to track attendance and take photos in the hopes of a follow-up news story, the suggestion board will be re-purposed to allow visitors to post their library stories, and Mayor Amáda will say a few words to kick-off the event. Some additional ideas were floated around during the meeting, including creating flyers for posting at local businesses, creating a selfie station with a background and props (and a cart of popular books to pose with), and inviting a food truck or Dairy Queen. In addition to our mayor, we should invite the City Council and other local representatives. Olga and Renee will attend next week's City Council meeting to make an announcement of the event.

**New Business:**

6. **Library Usage:** The Board was provided with some graphs of annual data on visitor count, computer use, program count, and circulation totals for 2023-2025. Visitors and computer usage are both up by a significant amount, but circulation is slightly down. The library is the go-to place to get on the internet, as well as the most convenient place to print and make copies. Even with increased outreach we are not sure about the cause of the decrease in material circulation (both physical and digital).
7. **Review Proposed Revision to Data Privacy of Library Records Policy:** Renee presented a revised policy that

clarified language and removed portions that were more procedure than policy. The Board weighed in on whether to keep or remove the highlighted text referencing parent/guardian access to a youth account; it was decided to keep it. **A MOTION to approve and adopt the revised *Data Privacy of Library Records Policy* was made, seconded, and approved.**

## Director's Update:

8. **July Board Report:** Provided as an FYI.
  - a. Melanie shared that Connecticut state has adopted trigger legislation (to go into effect after enough additional states sign on) meant to nudge publishers toward **fair pricing of digital material for libraries**. We don't know all the details, but Minnesota is considering similar legislation.
  - b. We will do a **Library tour** during our October meeting.
9. **Board Books:**
  - a. Chris: ***The Great Cool Ranch Dorito in the Sky*** Josh Galarza
  - b. Olga: ***The Shipping News*** E. Annie Proulx
  - c. Amina: ***Safiyyah's War*** Hiba Noor Khan
  - d. Theresa: ***The Serviceberry*** Robin Wall Kimmerer; ***Monstrous Regiment (Discworld series)*** Terry Pratchett
  - e. Melanie: ***The Spell Shop*** and ***The Enchanted Greenhouse*** Sarah Beth Durst
  - f. Renee: ***1984*** George Orwell
  - g. Nick: ***Ordinary Grace*** William Kent Krueger; ***Oregon Trail*** (PlayStation 5) Gameloft (available via ACL)
  - h. Amáda: ***Braving the Wilderness*** Brené Brown

There being no further business, the meeting was adjourned at 6:36 pm.

Respectfully submitted,

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Nicholas P. Olberding  
Recording Secretary, CHPL Board of Trustees