

**Minutes
Mead Public Library
Board of Trustees
February 24, 2022**

A meeting of the Mead Public Library (MPL) Board of Trustees was held on Thursday, February 24, 2022 in the Rocca Room. The following Board of Trustees members were present: Board President Maeve Quinn, Meg Albrinck, and Alderperson Andre Walton. Board members virtual: Rev. William Bulson, Chris Campe, Marcos Guevara, Board Vice President Kathie Norman, Alderperson Amanda Salazar, and Finance Officer Sherry Speth. Staff members present: Administrative Services Manager Debbie DeAmico, Administrative Assistant Sydney Mehn, and Public Services Manager Melissa Prentice. Board members absent: Barbara Alvarez. Staff absent: Director Garrett Erickson, and Support Services Manager Cheryl Nessman. Public present: Mayor Ryan Sorenson

1. OPENING OF MEETING

- 1.1 CALL TO ORDER AND DETERMINATION OF QUORUM - MAEVE QUINN, PRESIDENT Quinn called the meeting to order at 7:00 p.m. and determined a quorum
- 1.2 PLEDGE OF ALLEGIANCE Quinn led the group in the pledge of allegiance.
- 1.3 PUBLIC COMMENTS [5 PEOPLE AT 5 MINUTES EACH] (PLEASE SIGN IN PRIOR TO MEETING) There was no public comment.
- 1.4 APPROVAL OF MINUTES Albrinck **moved** to approve the minutes from the January 27, 2022 meeting. Walton **seconded**. Motion **passed**.
- 1.5 CORRESPONDENCE, ANNOUNCEMENTS, AND COMMON COUNCIL REPORTS Quinn introduced the board and staff to our guest, Mayor Ryan Sorenson.

2. COMMITTEE REPORTS

- 2.1 REVIEW AND POSSIBLE ACTION ON PAYMENT OF CURRENT EXPENDITURES, INCLUDING PAYROLL AND SPECIAL REVENUES (GRANTS, GIFTS AND DONATIONS) Quinn **moved** to approve the report, and payment of current expenditures including payroll, and special revenues. Speth **seconded**. The motion **passed**.
- 2.2 RECEIVE 2021 BUDGET STATUS REPORT TO DATE The 2022 budget report was received and found to be in good order.

3. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- 3.1 DISCUSSION ON COMMUNITY RESOURCE/SECURITY ISSUES Prentice began the discussion by presenting the statistics that had been compiled based on Security Specialist Santino Laster's report from last month. She noted that the stats were from the last 2 weeks. She noted the increased cases of community members in crisis at the library. The data underscores why there is additional stress for our library employees as they attempt to safely manage security incidents while they simultaneously provide library services for our city residents. It explains why more library employees need to work together at the front desk and/or public areas which does not allow them enough time to complete other essential library tasks. The increase in the variety of the security incidents also provides clear evidence that there is a strong need for additional trained

staff members to address the real pressing needs of some of our city residents. Due to the number of hours we are open, our library is not able to safely address all of these security issues with our current number of employees. The increase of security incidents are having a negative impact on the safety of library employees and city residents.

Mayor Sorenson shared that these types of security issues have increased across all city services, including police department, transit, and the school district. He then discussed the opportunity that the city has had to make some changes and tackle some of the key areas of concern. He explained that the city was given \$22.8 million dollars in American Rescue Plan funds (ARPA), and behavioral health and crisis response is one of the key topics the city can use the funds for. This week the ARPA community response task force has submitted their recommendations to the city as well as county leadership for suggestions and key issues in the community. Some of the primary recommendations included police co-partnerships with crisis response and social work pilot programs to work with key stakeholders in the area – such as the library – to connect, fill in gaps, identify areas of improvement with our current social service agencies, and develop mindfulness educator initiative trainings to help support local schools as well as staff, for their mental health and sustainable well-being. The next goal will be for this information to be disseminated to county board members, alders, and leadership to discuss over the next few days/weeks and develop full recommendations so that there is an awareness of how the city can fully utilize the funds. Additionally, the ARPA funds will be used for water resource projects, and housing.

Prentice then reminded the board that Mead is part of the statewide ARPA grant that is specifically focused on bringing social work approaches to patron services in libraries, and part of that funding can be earmarked for local projects for individual libraries.

Prentice also mentioned to Mayor Sorenson the possibility of using some of the money for a position at the library, a social work position that would be funded with those resources, as a proof of concept for us to then permanently fund that in the future. Mayor Sorenson commented that he would like to charge the board and library leadership with creating a list of recommendations, price ranges, and concepts for city leadership to consider. The board requested Mayor Sorenson's notes regarding the ARPA community task force be sent out to the trustees for review. There was also a request to share a timeline from city leadership on what the plan is for these ARPA funds. Additionally, it was shared that it would be helpful to timestamp the statistics in order to note any trends in that capacity. Finally, it was suggested that it would be a good idea to reach out to our county representatives and city alders to inform them of some of the security challenges we are having at the library and share some of our solutions for them.

Campe left at 7:25 p.m.

- 3.2 EXCLUSION POLICY Prentice presented the updated exclusion policy, noting the changes that included removing charging patrons for a hearing, and simplified language. Albrinck **moved** to approve the updated exclusion policy as presented. Norman **seconded**. The motion **passed**.

Salazar left at 7:30 p.m.

- 3.3 READING FOR NEXT MEETING – WHOLE PERSON LIBRARIANSHIP Prentice discussed the assigned reading for trustees for the next meeting. She assigned the group the introduction, chapter 1, chapter 5, and chapter 6.

- 3.4 MEAD LIBRARY ANNUAL REPORT TO THE DEPARTMENT OF PUBLIC INSTRUCTION. Walton **moved** to approve the annual report submission as presented. Speth **seconded**. The motion **passed**.
- 3.5 APPOINT BUILDING USE COMMITTEE – PRESIDENT Quinn appointed Norman, Walton, and Speth to the Building Use Committee.
- 3.6 APPOINT AD HOC 125TH ANNIVERSARY COMMITTEE – PRESIDENT Quinn appointed herself, Walton, Alvarez, and Mayor Sorenson to the 125th Anniversary Committee.

4. DIRECTOR'S REPORT

- 4.1 UPDATE ON JOB DESCRIPTION QUESTIONNAIRE STUDY Item tabled as there is no update. This will stay as a standing agenda item until an update is received.
- 4.2 UPDATE ON SERVICES AND PROGRAMMING Prentice discussed the programs upcoming at Mead, including Storytimes, Lil' Rev, and Winter Green upcoming.
- 4.3 UPDATE ON BUILDING PROJECTS DeAmico presented the project list. She discussed the Warschau room, which will be utilizing in-house displays for the update. She also noted that the SE fence will happen in spring once the ground melts. The Rocca Room kitchen project has been put on the back burner for now, and will be revisited down the road. DeAmico further noted that the new library roof, the Fire panel replacement, and the tuckpointing project was submitted to CIP Commission. DeAmico also discussed the issues of Media/Radio rooms, the Imaginarium heating, and the entryway tile cracking. These items will be further discussed at the April board meeting.
- 4.4 MONTHLY STATISTICS Prentice presented the January statistics, which were found to be in good order.

5. LIAISON REPORTS

- 5.1 MONARCH LIBRARY SYSTEM – MAEVE QUINN reported that she has been added to the Operations Committee, and that their next board meeting will be in April.
- 5.2 MEAD LIBRARY FOUNDATION - MAEVE QUINN / KATHIE NORMAN Norman reported that the Foundation had met in January, and she noted that the primary conversation had been about the tuition reimbursement/scholarship project and the enthusiasm that the group had toward the idea. She has formed an ad hoc committee, who had met and will be compiling a purpose statement and criteria.
- 5.3 FRIENDS OF MEAD - SYDNY MEHN reported that the Friends continue to work towards their 50th anniversary events, they also elected their board of officers; Joan King – President, Hayley Shirk – Vice President, Barb Wiese – Treasurer, and Marge Giesen – Secretary. The Friends also had a rummage sale the week prior which brought in a total of \$257.35. Mehn further reported on the raffle items the Friends are currently offering, with tickets at \$5/each.

6. UPCOMING MEETINGS

- 6.1 LIBRARY BOARD OF TRUSTEES (4/28/22 @ 7PM) Mayor Sorenson informed the group that this year is the 55-year anniversary of our partnership with our sister city of

Esslingen, and he encouraged the library to be a part of that, in whatever capacity that might work for staff (book display, program, etc.).

7. ADJOURN

- 7.1 MOTION TO ADJOURN Walton **moved** to adjourn the meeting, Albrinck **seconded**. The motion **passed**. Being no further business, the meeting adjourned at 8:07 p.m.

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