

SCOTT COUNTY LIBRARY

MINUTES OF MAY 20, 2021

Thursday May 20, 2021

Online Meeting

5:30 p.m.

Jill Kuftrin called the meeting to order.

Roll call was taken.

MEMBERS PRESENT: Michelle Salmonson, Lauren Spranger, Charles MacLean, Jill Kuftrin, Joyce Bailey, Commissioner Weckman Brekke

MEMBERS ABSENT: None

OTHERS PRESENT: Jacob Grussing, Cindy Purser, Kristy Rieger, Sarah Geffre, Stacy Lenarz

There was no public comment.

- ❖ Consent Agenda
  - Minutes – April 2021
  - Activity Report –None
  - Financial Report – April 2021
  - Acceptance of written reports

**A MOTION WAS MADE BY SALMONSON AND SECONDED BY SPRANGER** to approve the Consent Agenda.

**MOTION CARRIED**

❖ **INFORMATION/DISCUSSION**

2022 BUDGET

Jake received notice that departments have three weeks to submit 2022 budget requests to the county. There is no guarantee if we submit a budget request that we will receive it. The general process is to take the previous year's budget and roll all the lines/amounts forward knowing that personnel lines will see an increase due to contractual obligations. All non-personnel lines (software, materials for the collection, supplies, etc.) are stable and will not increase. The goal is to support existing programs and services and to reflect on what we've learned during COVID that we might want to continue forward into the future. The Directors Team met and discussed possible requests and agreed that the two requests we will submit for consideration are an increase to our collection materials line as that has not seen an increase in at least 5 years and the cost of materials keeps rising. Additionally, digital materials (eBooks, eAudiobooks, eMagazines, etc.) are more expensive than print materials and the demand for digital materials keeps rising. The second request we will put forward is an increase to our intermittent/student line that we pay library aides/shelvers and substitutes so that we can consider increasing wages for library aides above minimum wage to help keep pace with other employers in the area. Jake will send an update to the Library Board around the end of June to update them if the budget requests will be denied or move forward to the next round of the process.

SERVICE EXPANSION UPDATE

Staff are busy preparing for the June 1<sup>st</sup> service expansion including the following changes:

- All public PCs to be added back into use without social distancing being required
- Meeting rooms will be available to be reserved and used by the public again

- Study rooms will be available again on a first come, first serve basis
- Study tables throughout the library and other furniture will be available for customers to sit and use
- Modified summer programming will be available to youth and families
- Scott County has always aligned with the Governors Executive Orders and will not impose a local mask mandate in Scott County buildings. Masks will be available and allowed, but not required for the public.

Brining back other services will be discussed going forward as staff capacity allows.

## ❖ ORAL REPORTS

**SALMONSON:** Customers are coming into the library in Shakopee. Customers also seem ready for more hours on June 1<sup>st</sup>.

**BAILEY:** Joyce read a great Letter to the Editor in the Jordan Independent about the Jordan Library and staff. She will forward the letter to share with all.

**SPRANGER:** Lauren has been enjoying the recorded content of Early Literacy Classes and other programs

**KUFRIN:** Everyone seems excited for the expanded hours on June 1<sup>st</sup>. Bookclubs and Friends of the Library (FOL) groups are eager to use the space again. The FOL are planning to be at the farmers market in Prior Lake on Saturdays.

**MACLEAN:** Staff at Elko New Market have been staying busy. Staff report they are looking forward to hours increasing on June 1<sup>st</sup>.

**COMMISSIONER WECKMAN BREKKE:** Commissioner Weckman Brekke reports that other county services will be opening in June, but probably closer to mid-June as the Government Center also deals with the limits of construction as well. The Household Hazardous Waste facility will be open two days a week without appointments and one day a week with appointments for now. The plan is to use what we have all learned during COVID for efficiency to save time and money. It is likely that some services will stick with the appointment model moving forward.

The City of Belle Plaine has reached out to ask for help with the library reconstruction grant for the possible expansion of the Belle Plaine Library.

**DIRECTOR:** No further updates outside of the written report provided.

**ASSOCIATE DIRECTOR:** Cindy is looking forward to bringing back our on-call substitute staff as it has been over a year since they have worked in the library. A refresher training will be conducted with them June 2<sup>nd</sup> and they will be available to start work shortly after that.

**LIBRARY TECHNOLOGY MANAGER:** Kristy has been busy working on reopening technology updates, updating meeting room settings, pushing information out via printed and digital means, etc.

**LEARNING AND OUTREACH MANAGER:** Not present at the meeting.

**LIBRARIAN—STACY LENARZ:** Stacy and her staff have had a busy year. They are happy to be able to offer services to customers in many ways –books to individuals and families, faxing for various legal needs, computers, etc. The two bookclubs of Savage have continued to meet over the past year virtually.

Recent building updates include a new bookcase from the FOL for their ongoing booksale area, and various city updates including a new bike rack, refreshed paint in the meeting and study rooms and a replacement of the study room countertops.

Staff are looking forward to partnering with the city and doing Stories on the Pond at the Savage Environmental Learning and Event Center this summer along with hosting a second dose vaccination clinic in June.

Stacy will also be working to hire a 20-hour position that was vacant from Spring of 2020.

**MOTION BY SPRANGER AND SECONDED BY SALMONSON** to adjourn the meeting.

**MOTION CARRIED**

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Joyce Bailey, President

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Sarah Geffre for  
Jill Kufirin, Secretary

The next library board meeting is August 19, 2021 at 5:30 p.m. Location to be determined