The Library Board of Trustees meeting was called to order by President Isobel Osius on Tuesday, November 19, 2019 at 4:14 PM at Central Library. Board members present were Isobel Osius, Jennifer Fiihr and Bob Mahaffey. Wes Graham was present via telephone. Jule Thorsen was absent. Staff present included Director Sue Woody, Sarah Scholten, Jon Hobbs, Katie McKenzie, Michelle Abrahamson, Jennifer Tormey, Ashley Molzen, Kate Young, Nikki Hayter, Paige Knotts, Hayley Lunde and Bekki Kirkland. Also present was Dory Briles, Library Foundation.

Introductions were made.

**MINUTES**

Board members reviewed the minutes of the October Board meeting. Mahaffey moved to approve the minutes of the October 8, 2019 meeting. Fiihr seconded the motion. All voted in favor.

**NEW BUSINESS**

**Board Education** – Molzen exhibited a presentation on Library Design. The DMPL, in recent years, has refreshed buildings and specifically, Rosie’s area at each branch. Molzen detailed out how this involves funding, building maintenance, staff, and resourceful ideas to bring about. The objective is to enhance all our Libraries and their public and private meeting rooms. Molzen offered up appreciation for our building force staff and all they do. Molzen recognized that we have three building force staff that take care of all six library locations from major remodeling, painting, relocation of shelving to changing out light bulbs.

**2020 Board Meeting Schedule** – The Board of Trustees reviewed the 2020 Board Schedule and there are no changes at this time.

**2020 Foundation Request** – Woody presented the 2020 DMPL Foundation request for funding. Woody highlighted the changes for the next calendar year. Summer Reading has a new ask for a “community gift” which will enhance the library branch that receives it. It will be voted upon by patrons and will be for the whole community. DMPL Con has an increased funded amount for 2020. DMPL would like to enhance the teen portion of the DMPL Con event. Woody explained how we would also like to begin purchasing larger “props” for this event that we can carry over and use for this and other events throughout the year. Woody gave heartfelt thanks to the Foundation for the replacement of our public computers and explained that 2020 Technology Fund will go towards replacement of our children’s AWE computer systems. Woody presented a new ask for Strategic Planning, that will go towards the cost of consultants, focus groups, and events to assist us with our new Strategic Plan. Another new ask is for “TeenTober”, which will be a fall event for teens, in October. This was a naming contest that one of our Franklin Avenue teen volunteers won! Woody explained how we are excited to offer new, fun events for teens, possible a young adult author, or writing retreat of some type. Three additional asks are for Branch Public Facing Projects, New Rosie Outreach Van, and New Rosie Mascot. We have branches with very little
funding and the Public Facing Projects would help them achieve and maintain our system wide standard of service. Our Rosie costume and Rosie van need to be updated and refreshed. Woody sincerely thanked the Foundation for their support.

FINANCIAL REPORT

Woody asked the Board members to accept the Foundation gifts in the total amount of $10,166.66. Mahaffey motioned to accept the Foundation gifts. Fiihr seconded the motion. All voted in favor and thanked the Foundation.

Board members reviewed the Check Register and Financial Report. Woody explained that we are right where we should be, at 37% of our budget for FY20. Mahaffey moved to receive and file the financial reports as presented. Fiihr seconded the motion. All voted in favor.

DIRECTOR’S REPORT

Woody complimented all managers for stepping up and covering Forest in the absence of Santillan. Woody was very appreciative that everyone has taken time to ensure Forest is adequately covered. Woody updated the Board on the Contraband painting. The New York Museum has gone to Minnesota to look at the painting and they have determined that they could do most of the remaining restoration. They will be contacting Woody when a final decision has been made. Woody called attention to our digital circulation statistics, which are up over 20% from last year, along with our website traffic which is up 28%. Our door counts are up 23% from last year which is a testament to our restored hours. Woody conveyed how encouraging this was for everyone. Woody explained how the DMPL is working on additional training for diversity, inclusion, and equity based on the positive feedback from our Staff In-Service day. Fiihr mentioned that all the written board reports were exceptionally good this month.

FOUNDATION REPORT

Briles passed around the envelope for the year end appeal with the Neil Gaiman quote “If you do not value libraries…..” as a teaser to what’s inside. The Foundation has mailed out close to 700 letters. Briles noted that we have received a grant from Meredith for $5,000 which is unrestricted and an endowment in the amount of $10,000 from the Hewitt family. Briles is currently working on the Big Reads grant and continuing to raise funds for the library.

ADJOURNMENT

The meeting was adjourned by declaration at 5:00 PM.

The next regular Board meeting will be held at 4:15 PM, December 17, 2019 at the East Side Library, 2559 Hubbell Ave.