



**Anoka County**  
**LIBRARY**

Ideas, Information, Inspiration.

## **CALL TO MEETING**

**LIBRARY ADVISORY BOARD MEETING**  
**Library Support Services Board Room**  
**June 24, 2024**  
**5:30pm**

**Please notify library staff (763-324-1500) if unable to attend.**



**ANOKA COUNTY LIBRARY ADVISORY BOARD AGENDA**  
**June 24, 2024, 5:30pm**  
**Library Support Services Board Room**

**A. Welcome & Introductions**

**B. President calls meeting to order/Adoption of the Agenda**

**C. Roll Call**

	YES	NO
Burns	_____	_____
Case	_____	_____
Fast	_____	_____
Fillbrandt	_____	_____
Kost	_____	_____
Orpen	_____	_____
Strombeck	_____	_____

**D. Open Forum**

The opportunity for members of the community to speak. The remainder of the Library Board meeting is reserved for members of the board, staff and invited guests as recognized by the chair for specific points of business. Open Forum will be limited to a total of 15 minutes.

**E. Consent Agenda:** May minutes, invoices and gifts (SEE ATTACHED)

**F. Library Impact Story**

**G. Consider Action Items**

1. Cancel July Library Advisory Board Meeting - Action Item 2024-007
2. Deaccession of Artwork – Action Item 2024-008

**H. Consider the following information Items**

1. Mississippi Library Branch Report
2. MELSA Report
3. Summer Adventure Report
4. Reading Bridge Update
5. Patron Point Update

**I. Library Director’s Report**

**J. Proposed Topics for Future Meetings**

**K. Adjournment**

ANOKA COUNTY LIBRARY  
707 COUNTY RD 10 NE  
BLAINE, MN 55434

## **LIBRARY ADVISORY BOARD MINUTES MAY 2024- DRAFT**

The Anoka County Library Advisory Board met at the LSS Board Room on May 20, 2024. Present were Board Members: Burns, Case, Fillbrandt, Kost, Orpen, and Strombeck.

Absent: Commissioner Jeppson, and Fast

Present via WebEx: Dana Weigman, Supervisor, Administrative Services; and Erin Straszewski, Community Engagement Manager.

Also, present: Colleen Haubner, Library Director; Ben Coburn, Assistant Library Director; Sarah Hawkins, Assistant Library Director; Bryan Frantz, Civil Division Chief Attorney; and Ronda Bliss, Administrative Assistant.

Meeting was called to order by Board President Orpen at 5:33 p.m. and a quorum was present.

### **AGENDA**

On a motion by Fillbrandt, second by Case the board unanimously adopted the agenda as presented.

### **OPEN FORUM**

There were no members of the public present for the open forum.

### **CONSENT AGENDA**

On a motion by Kost, second by Strombeck the consent agenda was adopted.

April 22, 2024, Library Advisory Board Minutes adopted.

Gifts for April totaling \$21,525.35 were accepted.

Bills for the month of April totaling \$132,494.27 were paid.

### **LIBRARY IMPACT STORY**

Merchandising improvements- presented by Coburn.

### **ACTION ITEMS**

**Action Item 2024-006 Overdue Fine Removal 2025 vote of support** due to a business need of a new finance system that will not easily integrate with the library system. Fines for lost or damaged items will stay in place. Fine removal will be effective in 2025.

Upon a roll call vote, Burns, Case, Fillbrandt, Orpen and Strombeck voted "yes." Kost voted "no." Motion carried.

### **INFORMATION ITEMS**

**Board Member's Role in the Reconsideration Process training** – the members that were present participated in the training. Video from Niche Academy was viewed.

**Quarterly Statistics** – Hawkins reported on the quarterly statistics.

**Strategic Plan Update** - Coburn gave an update on the strategic plan goals.

**Friends Fundraising Update** - Straszewski reported that the Friends book sale at Centennial was a success. She will report on the Malmborg's fundraiser in June.

**Summer Reading** – Straszewski gave the Summer Reading update.

**LIBRARY DIRECTOR’S REPORT**

1. Staff Day – May 16, 2024, staff took part in training and teambuilding activities. Staff were also recognized for their years of service.
2. Programs – Teen Lit Con, Transparent Language Online, Featured Author Program, Mississippi Pre-School & High School Partner
3. Budget – we are right on target.

**FUTURE TOPICS**

There were no proposed topics.

The next meeting will be on June 24, 2024, at the Library Support Services Board Room.

**ADJOURNMENT**

The meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Ronda Bliss,  
Administrative Assistant

**Accounts Payable Transactions**  
**May 1st Through May 31st, 2024**

Vendor Name	GL Object and Description	JL Key and Description	Extended Amount
STATE OF MN REVENUE	25550 - Sales Tax - Due to State		485.53
STATE OF MN REVENUE	25599 - Sales Tax-Transit Improv .25%		17.65
LONG, ELISHA RAE	54112 - Collections Revenue		117.00
BREDEMUS HARDWARE CO INC	61149 - General Supplies		2,911.90
PCARDS	61149 - General Supplies		1,261.56
PCARDS	61250 - R & M-Buildings		436.61
TECH LOGIC CORP	61251 - R & M Equipment & Other		4,111.68
RAK CONSTRUCTION INC	61251 - R & M Equipment & Other		1,573.13
PCARDS	61355 - Conf, Conventions & Mtgs-Staff		178.05
WESSELING, CHERYL L	61475 - Employee Mileage Reimbursement		28.81
HOGDAL, KIM	61475 - Employee Mileage Reimbursement		16.08
HEALY, MARY B	61475 - Employee Mileage Reimbursement		15.41
SMALLEY, JASON R	61475 - Employee Mileage Reimbursement		1.34
WAGMAN, PAMELA K	61475 - Employee Mileage Reimbursement		7.37
STRASZEWSKI, ERIN E	61475 - Employee Mileage Reimbursement		36.18
HAUBNER, COLLEEN A	61475 - Employee Mileage Reimbursement		68.34
BOISSEAU, GABRIELLE M	61475 - Employee Mileage Reimbursement		7.37
BRUDWICK, LILLIAN	61475 - Employee Mileage Reimbursement		8.71
FUHRMANN, SOPHIA	61475 - Employee Mileage Reimbursement		42.21
HAUBNER, COLLEEN A	61477 - Meals & Lodging		49.07
FERRIS, HEIDI	61549 - Program Expense	23010010 - MELSA Other grants	250.00
PCARDS	61549 - Program Expense		2,629.34
PCARDS	61549 - Program Expense	23010010 - MELSA Other grants	1,581.43
PCARDS	61549 - Program Expense	23011204 - MELSA MN Legacy Grant	257.49
SIESS, RYAN	61549 - Program Expense		1,000.00
MOHN, MONICA	61549 - Program Expense		150.00
PCARDS	61557 - Dues & Memberships		550.00
BAKER AND TAYLOR LLC	61575 - Library Books & Materials		24,367.17
GALE CENGAGE LEARNING	61575 - Library Books & Materials		827.73
INGRAM LIBRARY SVCS LLC	61575 - Library Books & Materials		13,752.49
MIDWEST TAPE	61575 - Library Books & Materials		4,722.32
OVERDRIVE INC	61575 - Library Books & Materials		11,366.97

MILWAUKEE PUBLIC LIBRARY	61575 - Library Books & Materials		20.29
PCARDS	61575 - Library Books & Materials		5,447.59
APPLE BOOKS	61575 - Library Books & Materials		1,098.60
LEARNING OPPORTUNITIES INC	61575 - Library Books & Materials		3,880.09
PLAYAWAY PRODUCTS LLC	61575 - Library Books & Materials		2,033.64
PITNEY BOWES	62124 - Leases & Rentals		364.86
MARCO TECHNOLOGIES LLC	62124 - Leases & Rentals		1,821.87
MARCO TECHNOLOGIES LLC	62124 - Leases & Rentals		1,693.72
BAKER AND TAYLOR LLC	63710 - Dedicated Donations Expense		5,938.00
OVERDRIVE INC	63710 - Dedicated Donations Expense		31,604.16
PCARDS	63710 - Dedicated Donations Expense	23010008 - Friends of the Library Sales	118.43
			<b>126,850.19</b>



# Anoka County LIBRARY

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## ANOKA COUNTY LIBRARY ADVISORY BOARD CONSENT AGENDA ITEM

June 24, 2024

**AGENDA ITEM NO:** E  
**AGENDA ITEM:** Receive/Acknowledge Gifts

**ACTION REQUESTED / RECOMMENDATION:**  
Accept and acknowledge gifts received during the current month.

### BACKGROUND INFORMATION:

**Gifts received:**  
**\$560.02** May Book cart  
**\$100.00** from John and Moni Ostberg, Maura & Steve Boesch in memory of Geraldine (Gerrie) LaBelle

**Volunteer Hours May:** Volunteer Hours: 76  
Volunteer Hours: 101.75

**Bills approved in the month of May: \$126,850.19**

	YES	NO
Burns	_____	_____
Case	_____	_____
Fast	_____	_____
Fillbrandt	_____	_____
Kost	_____	_____
Orpen	_____	_____
Strombeck	_____	_____



# ANOKA COUNTY LIBRARY ADVISORY BOARD ACTION ITEM

DATE: June 24, 2024

2024-007

ACTION REQUESTED	Consider supporting the proposal to cancel July's Library Board Meeting
BACKGROUND	It was suggested that we consider cancelling the July board meeting last year. We do not have any significant agenda items that cannot be pushed to our August meeting.
RECOMMENDATIONS	Cancel July 22, 2024 Anoka County Library Board meeting.



# ANOKA COUNTY LIBRARY ADVISORY BOARD ACTION ITEM

DATE: June 24, 2024

2024-008

ACTION REQUESTED	Consider deaccessioning artwork described on the attached sheet
BACKGROUND	<p>Several pieces of public art were purchased using grants from Minnesota’s Arts and Cultural Heritage Fund in 2011. The rules of the grant mandate that items purchased with grant funds be retained for a minimum of six years beyond the funding year. We have now fulfilled this obligation. Additional pieces of art have been donated to the library.</p> <p>Since the acquisition of this public art, several changes have occurred within our library system:</p> <ol style="list-style-type: none"><li>1. <b>Installation of Art Rail in Libraries:</b> We have installed art rails in four of our libraries, allowing for rotating art displays. This initiative has provided continually updated art exhibits, enhancing the aesthetic and cultural experience for our patrons.</li><li>2. <b>Building Remodels:</b> Several of our library buildings have undergone remodels, resulting in reduced wall space available for displaying art.</li></ol> <p>Given these developments, it has become increasingly challenging to appropriately display all the art pieces purchased with the grant funds or donated to the library. The library’s Donation Policy addresses de-accessioning art:</p> <ul style="list-style-type: none"><li>• The object no longer enhances the mission of the library</li><li>• The item would serve the public better in another venue</li><li>• The item cannot be properly stored, preserved, or used</li></ul> <p>The object may be:</p> <ul style="list-style-type: none"><li>• Sold</li><li>• Donated to another organization</li><li>• Respectfully destroyed if none of the options are available</li></ul> <p>De-accessioned artifacts shall not be passed on to staff, board members, volunteers, or their relatives.</p>
RECOMMENDATIONS	Recommend that the Library Advisory Board deaccession the artwork.

Public Art to be deaccessioned

Title	Artist	Cost	
Tribute to Liberty	Dale Carter	\$ 750.00	donated by Gary Sorenson
The Legend of Minnesota	Gray	UNK	UNK
Untitled Painting of MIS	Hinkley	UNK	UNK
Riverside Ruminations	Undis	\$ 200.00	Purchased in 2011 with Legacy funds
Banfill-Locke	Barr	\$ 300.00	Purchased in 2011 with Legacy funds
Shades of Inspiration	Undis	\$ 200.00	Purchased in 2011 with Legacy funds
Cultivating Dreams	Undis	\$ 200.00	Purchased in 2011 with Legacy funds
Rice Creek	Oxendale	\$ 200.00	Purchased in 2011 with Legacy funds
Twilight Reflections	Undis	\$ 200.00	Purchased in 2011 with Legacy funds
Winter at Springbrook	Barr	\$ 200.00	Purchased in 2011 with Legacy funds
Late Afternoon at the Pond	VanderWyst	\$ 200.00	Purchased in 2011 with Legacy funds



### **Branch Library Report -Mississippi Library**

Submitted by: Stacy Cutinella, Library Manager

June 2024

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#### PERTINENT DEMOGRAPHICS AND BRANCH DESCRIPTION

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- The Mississippi Library is a medium-sized branch and the southernmost location in Anoka County.
- We proudly serve a diverse community of senior citizens, families, youth, immigrants, and patrons from various socio-economic backgrounds.
- Three full-time and five part-time staff

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#### PROGRAM HIGHLIGHTS AND SUCCESS STORIES

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- MNHS History Day Hullabaloo research assistance night
- Group home and recovery center weekly visits
- One of two branches with a Charlie Cart for cooking classes.
- First year with programming for National Bike Month, sponsored by Anoka County Transit

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#### OPPORTUNITIES AND ASPIRATIONS

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- Provide after-hours access to community meeting rooms.
- Continue to recruit and retain Reading Bridge volunteers.
- New STEM and table games for teens during Fridley school release days 2024 – 2025
- Retain Technology Assistant for scheduled appointments with patrons.
- Invite nutrition experts to conduct family cooking classes with our Charlie Cart

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#### LIBRARY SERVICES, EVENTS & PARTNERSHIPS HIGHLIGHTS

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- Added an evening family storytime.
- Increased teen adaptive cooking classes with peer buddies.
- Getting Started with Libby at The Harbors Senior Living Community
- “Our Leaders are Readers” with Fridley civil servants and Touch a Truck storytime!
- Medicare 101 and Health Care Directives lead by Trellis.

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#### CHALLENGES AND SUPPORT NEEDED

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- Staff do our best to help English language learners with essential computer tasks and printing.
- Violent and threatening incidents