

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

LIBRARY BOARD MINUTES JANUARY 2023 – Amended after 02/27/2023 Library Board Meeting

The Anoka County Library Board met at the Northtown Library meeting room on January 23, 2023. Present were Board Members: Burns, Case, Fast, Fillbrandt, Kost, Strombeck, Orpen, Commissioner Jeppson and Commissioner Meisner.

Also, present: Colleen Haubner, Library Director; Jacquie Kramer, Assistant Library Director; Dee Guthman, Deputy County Administrator; Rob Yount, Assistant County Attorney; Judy Soule, Supervisor, Systems Administration; Erin Straszewski, Manager Library Community Engagement; Sarah Hawkins, Manager, Library Collections; Ronda Bliss, Administrative Assistant.

WELCOME AND INTRODUCTIONS – Commissioner Jeppson, newly elected board members Burns, Fillbrandt, and Strombeck were welcomed to the board and each provided a brief history of their experience.

Meeting was called to order by Board President Orpen at 5:45 p.m. and a quorum was present.

ROLL CALL

	Present	Absent
Burns	x	
Case	x	
Fast	x	
Fillbrandt	x	
Kost	x	
Strombeck	x	
Orpen	x	

AGENDA

The board unanimously approved the agenda as presented.

OPEN FORUM

No members of the public were present.

LIBRARY IMPACT STORY

Haubner provided the library impact story.

CONSENT AGENDA

On a motion by Kost, second by Fillbrandt the consent agenda was approved.

November 28, and December 19, 2022, Library Board Minutes were approved.

Gifts for November of \$868.66 and December of \$5380.63 were accepted.

Bills for the month of November totaling \$148,795.17 and December totaling 255,875.12 were paid.

ACTION ITEMS

ELECTION OF 2022 OFFICERS (2023-0001)

Nomination – President

Kost nominated Orpen second by Fast, to serve as Board president. Hearing only one nominee, the Library Board unanimously approved the election of Richard Orpen as President.

Nomination – Vice President

Orpen nominated Kost, second by Fast, to serve as Vice President. Hearing only one nominee, the Library Board unanimously approved the election of Virginia Kost as Vice President.

Nomination – Secretary

Bylaws call for the Board to appoint a secretary. A member of the Library Board must be elected for that position. However, the day-to-day responsibilities may be delegated to Ronda Bliss who currently fulfills the responsibilities of this position.

Kost nominated Fast, fast withdrew and nominated Sara Fillbrandt, to serve as Secretary. Hearing only one nominee, the Library Board unanimously approved the election of Sara Fillbrandt as Secretary with Bliss appointed to fulfill day-to-day responsibilities of Secretary.

ADOPTION OF 2023 MEETING SCHEDULE (2023-0002)

On a motion by Kost, second by Strombeck, the library board unanimously adopted the fourth Monday of the month as the regular Library Board meeting day except for December 18, 2023, which will be the third Monday of the month. The meetings are to begin at 5:30 p.m. at the Northtown Library meeting room, 711 County Road 10 NE, Blaine, MN.

RESERVING AND USING IQ KITCHEN & PUBLIC USE AGREEMENT (2022-013)

On a motion by Fillbrandt, second by Kost the public use agreement for the IQ Kitchen was passed unanimously.

INFORMATION ITEMS

FRIENDS UPDATE

Straszewski reported that the Friends held their 3rd pop-up book sale and raised \$2272.29 and they also donated \$300.00 to each branch for program supplies and materials.

2022 FINAL YEAR OVER YEAR STATISTICS

Hawkins presented the 4th quarter and year over year statistics.

LIBRARY DIRECTOR'S REPORT

Haubner presented the following in her report:

1. Pursuing legislation in partnership with Ramsey County, to establish the county library board as an advisory committee to the county board versus as a governing board.
2. Preliminary year end budget for 2022 review.
3. Management staff vacancies
 - a. 2 Branch Manager positions are open

b. Assistant Library Director position is open

FUTURE TOPICS

The board requested to have a workshop scheduled to review the 2023 budget and the roles and responsibilities of the board.

ADJOURNMENT

The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

Ronda Bliss
Administrative Assistant