



Library Board Executive Committee Meeting Summary February 24, 2016

Library Board

President: Gary Thaden

Vice-President: Christopher Damsgard

Secretary: Sandy Johnson

Adja Ann . Katherine Blauvelt . Caitlin Cahill

Barbara Fenton . Jill Joseph . Kathleen Lamb

Doris Rubenstein . Jane Shanard

Library Director

Lois Langer Thompson

The Library Board Executive Committee met Wednesday, February 24, 2016, Ridgedale Administrative Offices, Conference Room 172.

Attendees Committee members: Chair Gary Thaden, Sandy Johnson and Jill Joseph
Library Board member: Jane Shanard
Staff: Erica Skinner, Lois Langer Thompson and Marilyn Zastrow

Welcome and Call to Order

Chair Gary Thaden called the meeting to order at 4:03 p.m. and welcomed attendees.

Public Comment None

Library Highlight - Communication

- Erica Skinner distributed an outline for the Communication presentation scheduled for the March 30 Library Board meeting and previewed the presentation for the committee.
- Library Board members discussion and suggestions:
 - Ensure staff at the various locations are aware of events going on in all of the libraries in order to respond to patron requests.
 - Increase communication, community engagement, and updating the Library Board when buildings are under construction.
 - Communicate the great resources of the Library within the budget.
 - Use public service announcements.
 - Connect with national organizations when they hold conferences in Hennepin County.
 - Use local newspapers to learn about the community and to promote library services and programs.
 - Communicate and highlight multicultural materials using plain language.
 - Reach out to smaller and culturally diverse communities throughout the year.

Approval of agenda and meeting summary

Jill Joseph made a motion to approve the agenda and the October 13, 2015 meeting summary; seconded by Sandy Johnson. Motion passed.

Library Board & Executive Committee Agendas for Upcoming Meetings

- The committee reviewed the agenda schedule for Library Board meetings in 2016.
- Additions to the 2016 Library Board agenda schedule include Friends of HCL Executive Director Kristi Pearson and new MELSA Executive Director Ken Behringer.
- 2017 budget request schedule:
 - May 9 – Executive Committee review.
 - May 25 – Library Board review.
 - June 13 – Executive Committee final review and recommendation to Library Board.
 - June 22 – Library Board final review and recommendation.
 - June 24 – 2017 operating budget submitted.

Adjourn

Jill Joseph made a motion to adjourn the meeting at 4:40 p.m.; seconded by Sandy Johnson. Motion passed.