

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

LIBRARY BOARD MINUTES JANUARY 2022

The Anoka County Library Board met at the Northtown Meeting Room on January 24, 2022. Present were Board Members: Backlund, Fast arrived at 5:32 p.m., Greensweig, Lawrence arrived at 5:45 p.m., Lenz and Orpen. Absent: Commissioner West.

Present via WebEx: Kost.

Also, present: Dee Guthman, Assistant County Administrator; Colleen Haubner, Library Director; Jacquie Kramer, Assistant Library Director; Kathryn Timm, Assistant County Attorney; Erin Straszewski, Community Engagement Manager; Sarah Hawkins, Collection Development Manager; Judy Soule, Library Technical Analyst; Dana Weigman, Office Administration Supervisor; Ronda Bliss, Principal Administrative Secretary.

Meeting was called to order by Board President Lenz at 5:30 p.m.

ROLL CALL

	Present	Absent
Backlund	x	
Fast		Arrived at 5:32 p.m.
Greensweig	X	
Kost	x	
Lenz	x	
Lawrence		Arrived at 5:45 p.m.
Orpen	x	
Look	X	

AGENDA

On a motion by Orpen, second by Greensweig, the Library Board approved the agenda as presented.

OPEN FORUM

No members of the public were present for the open forum.

WELCOME SARAH HAWKINS – COLLECTION DEVELOPMENT MANAGER

Lenz introduced Hawkins and she gave a brief overview of her education and experience.

Fast arrived at 5:32 p.m.

LIBRARY IMPACT STORY

Haubner provided the library impact story on Every Meal. During a six-week period beginning in December, 95,850 meals were distributed to children and families through the libraries.

ACTION ITEMS

MINUTES

On a motion by Greensweig, second by Kost, the December 20, 2021 Library Board Meeting Minutes were approved as presented.

BILLS

On a motion by Kost, second by Orpen, the Library Board unanimously approved the bills as noted.

Bills approved in the amount of: \$182,166.39

DONATIONS

Gifts received:

On a motion by Backlund, second by Orpen, the Library Board unanimously approved the gifts as noted.

Gifts received:

- \$50.00** from Sharon and Edward Peckels
- \$25.00** from Grayson Lindahl for Graphic Novels
- \$200.00** from Erling and Yolanda Fugelso for audio books at
Crooked Lake and Northtown in memory of Bill Fugelso
- \$50.00** from Karen Engel for Centennial
- \$821.57** December Book Cart
- \$10.00** from Jerry Kolton

Volunteer Hours December:	Volunteen Hours:	76.5
	Volunteer Hours:	56.0

ELECTION OF 2022 OFFICERS (2022-0001)

Lawrence arrived at 5:45 p.m.

Nomination – President

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

Nomination – Vice President

Kost nominated Lenz, second by Backlund, to serve as Vice President. Hearing only one nominee, the Library Board unanimously approved the election of Mark Lenz 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.

Backlund nominated Kost, Lenz nominated Lawrence. Lawrence respectfully declined. Hearing no other nominations, the Library Board unanimously approved the election of Kost as Secretary with Bliss appointed to fulfill day-to-day responsibilities of Secretary.

ADOPTION OF 2022 MEETING SCHEDULE (2022-0002)

On a motion by Lawrence, second by Orpen, the library board unanimously adopted the fourth Monday of the month as the regular Library Board meeting day except for December 19, 2022, 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.

It was noted that the February and March meetings will be at the Rum River Library Meeting Room A & B as well as virtual and the April meeting will be virtual; for those unable to attend virtually, they will be at Library Support Services Board Room. The October 2022 meeting will also be a joint meeting with the County Board.

INFORMATION ITEMS

FRIENDS REPORT

Straszewski reported that the Friends will be donating earbuds and flash drives to each branch, to be given to patrons as needed. The Friends will also be donating \$300.00 to each branch for program supplies and materials.

EMERGENCY CONNECTIVITY FUND INTERNET KIT UPDATE

Straszewski stated that 75 of 100 Chromebook and Hotspot kits have been distributed through our partnerships with ACBC Food Shelf and Park Plaza. The remaining 25 will be distributed through our newest partnership with the Centennial Food Shelf.

WINTER READS

Straszewski reminded everyone that Winter Reads began on January 1, 2022, and runs through February 28, 2022. Beanstack is being used to track progress. She also said that the Local Author Fair will be on February 12, 2022 at the Northtown Library.

4th QUARTER STATISTICS

Haubner reviewed the 4th quarter statistics and year over year numbers.

LIBRARY DIRECTOR'S REPORT

Haubner presented the following in her report:

1. Belinda Lawrence representing District 5, and Virginia Kost representing District 2 have each accepted a new, 3-year term with the Anoka County Library Board.
2. Library Board Policy & Guideline Review Committee – Haubner asked for two volunteers to serve on the committee along with Kathy Timm, Assistant County Attorney, Jacquie Kramer, Assistant Library Director, and herself. The committee will meet once per quarter to review current policies and make recommendations for changes. Orpen and Lenz will join the committee.
3. Virtual Legislative Week – February 28th – March 4th, 2022
4. Upcoming Projects – Andover on the Go expansion, second Comprise printer installation at Crooked Lake Library, Blinds for the Northtown teen area, North Central Library remodel is set to begin March 1, 2022, and Johnsville will be getting new ADA access equipment.

5. Financial report

ADJOURNMENT

Upon a roll call vote the meeting was adjourned at 6:42 p.m.

Respectfully submitted,

Ronda Bliss
Principal Administrative Secretary