

**East Grand Forks Campbell Library Board Meeting Minutes**  
**May 27, 2020**

Present: Therese Tiedeman, Pat Hell, Dale Helms, Ryan Moe, Dennis Bona, Renee Mabey and Charlotte Helgeson

- I. The meeting was called to order by T. Tiedeman. Charlotte introduced R. Mabey as the newest Board Member and library patron. She is retired from UND and a long-time resident of East Grand Forks. The Board introduced themselves and welcomed her.
- II. R. Moe made a motion to approve the Minutes. A second was made D. Bona. Five voted yea with one abstention.
- III. Bills from May 2020 were reviewed. A motion to approve payment of bills was made by R. Moe with a second by P. Hell. Unanimous vote.
- IV. Old Business
  - A. Actions taken during the Serial Meeting were reviewed. D. Bona made a motion to confirm the Board's Serial Meeting actions with a second by R. Moe. Unanimous vote.
  - B. Thur-O-Clean is cleaning at the end of Front Door Pick Up days—Tuesdays and Thursdays. Midcontinent has reimbursed \$450.00 to the library for sewer backup and scoping of the sewer pipe due to breakage during their cable installation this past fall.
- V. New Business
  - A. A Minnkota Genealogical Society member questioned the decision of the group to no longer hold their meetings in the library. They were unable to complete their meetings before the library closed. She expressed disappointment.
  - B. The Board discussed the City Council's decision to not advertise for the position of Public Services Librarian(PSL). Noting Councilman DeMers concerns with the professional level salary, providing services to the public school district, education requirement and noting that the visits to the library have not increased substantially with this position being established.

R. Moe noted that hiring a professional meant that the training would be minimal, comparing the difference between hiring an apprentice electrician or a master electrician. It can take years of training for professional competency. When looking over current staff, most are part-time with varying levels of education, including high school students. They cannot be tapped to generate professional level material to present to the public. He mentioned that the PSL manages, generates and trains at a professional level. Moe noted that the presentation was not strong enough to convince the Council to support the position.

D. Bona agreed that the position is a professional level job and pointed out that a compromise may need to be made to accommodate future budgeting restraints due to the current health crisis. He encouraged the Board to consider how best to use current staff to cover the work or rearrange how it was done in the interim. He recognized that if this position's requirements were lowered, they will be difficult to regain.

T. Tiedeman noted that our Program Coordinator is excellent at her job and that having her fill PSL position would be a poor use of her skills.

D. Helms said he had not been fully aware of the duties of this position at the time of the Council Meeting. After listening and asking questions, he better understood the value, but also understood the concern of the Council with committing to a full time position during an uncertain 2021 budget prep season. He asked which services would not be provided if this position were not filled.

Charlotte responded that the Newsletter, Pop-Up, Proctoring, Open hours, Friends Book Sale, Outreach along with maintaining communication with patrons. Volunteer hours are the equivalent of a full time staffer in a regular year.

R. Mabey brought up the many services the library provides that take a great deal of work behind the scenes. She mentioned tutoring, computer assistance, OverDrive and others. Pointing out that proctoring tests for students was an important responsibility not to be taken lightly.

R. Moe brought up in response to the council comment that perhaps the school district could subsidize the PSL position that when our tax dollars are paid, those who receive decide how best to spend them in their respective areas. Tax payers want the services to be provided without always being aware how the tax dollar is used to provide the service.

To give the Board time to put together information and a more polished presentation, the members plan to bring this recommendation back to the City Council at the July 14<sup>th</sup> Work Session. Charlotte will look into the cost of a marketing firm doing the library's promotions, do a staffing and service analysis, return with stats about visits, circulation, and quantifiable public interaction and create a more specific list of services that will not be provided without this position in place.

A secondary plan will be considered if necessary.

The next meeting will be Wednesday June 24, 2020 in the Large Meeting Room.