



**CITY OF SAINT PETER, MINNESOTA  
AGENDA AND NOTICE OF MEETING**

**Regular Meeting of the Saint Peter Public Library Advisory Board  
Tuesday, March 10, 2020**

**5:00 p.m.**

**St. Peter Public Library Meeting Room**

- I. CALL TO ORDER**
- II. APPROVAL OF AGENDA**
- III. APPROVAL OF MINUTES**
- IV. OATH OF OFFICE**
- V. REPORT OF THE LIBRARIAN**
  - A. Census 2020
  - B. Youth & Adult Programs
  - C. Activity Report
- VI. OLD BUSINESS**
  - A. Friends of the Library Update
  - B. 2019 Library Board Goals – (School/City Partnership Update)
  - C. eSports/Gaming
- VII. NEW BUSINESS**
  - A. Young Adult Area Emphasis
- VIII. OTHER BUSINESS**
- IX. ADJOURN**

Director of Recreation & Leisure Services  
Joey Schugel

## Library Strategic Plan Goals

### Goal One: **Maintain & increase a diverse funding stream to support the Library's Mission & Goals**

<i>Objective</i>	<i>Action Items/Plan</i>	<i>Comments</i>
Continue promoting library to funding organizations	<ul style="list-style-type: none"> <li>- Work with building connections with County Commissioners</li> </ul>	From Michelle: I think this is a great action item; how does Todd view this, in terms of chain of command?
Grants	Develop a system or plan for giving/donations	Question (from Michelle): Is the library an institutional member of ALA? Sometimes there are grants, traveling exhibits, etc. that only members are eligible for.

**Goal Two: Expand and enhance partnerships and collaborations that promote literacy.**

<i>Objective</i>	<i>Action Items/Plan</i>	<i>Comments</i>
	<p>Establish formal liaison relationships with Senior Center, Comm. Educ., schools, daycares, etc.?</p>	<p>Senior Center Partnerships - Library on the Go, Shared programming, program advertisement in Senior Newsletter            Comm. Ed - Life Program, St. Peter Reads            Schools - Pre-K story time once a month and check out books, High School Teen Great Stories Club, MVED comes once a week.            Daycares - 7 storytimes a week between daycares and Headstart. Also get use of library during the day.            Rec - Early Release Day Collaboration, Special Events            Art Center - Early Release Days            Farmer's Market - Weekly Presence 1st year</p>
	<p>Library instruction sessions for SPHS classes?            Gustavus library - courtesy cards for community members</p>	

**Goal Three: Increase awareness and participation of programs that respond to the diverse needs of patrons.**

<i>Objective</i>	<i>Action Items/Plan</i>	<i>Comments</i>
Maintain/increase outreach services to patrons off-site	<ul style="list-style-type: none"> <li>- Nursing homes/trailer parks/service area outside of St. Peter</li> <li>- Seek new ways to receive feedback from community</li> </ul>	From Michelle: I thought the Exploration Recreation program was a great way to bring books, games, to the community. That works well in the summer; in the cooler months, without a bookmobile, how might we get creative about bringing the library to various parts of town?
Increasing programming and materials aimed at diverse groups in St. Peter	<ul style="list-style-type: none"> <li>- Continued engagement with community and reaching out to new representatives/groups</li> </ul>	From Michelle: I think this is such an important issue for the library. It would be great to invite community leaders from the Islamic Center, etc. to join us for a meeting (or, better yet, join the Library Board!).



## Saint Peter Recreation and Leisure Services Monthly Activity Report

January 2020

### Recreation Programming

In January, kids club ran for the first time on every Tuesday after school. Kids club saw an attendance of 12 participants. The January early release day had an attendance of 39 participants. Fencing has also started with a participation count of 15. Pickleball attendance is up slightly from last month with a count of 217 participants for daytime and 167 participants for the evenings.. Family open gym continued to be a well-attended activity this month. There were no special events in the month of January.

### Senior Center

Program	Date	Attendance	Host/Cost
East African Elder Site	23-Jan	9	Donation/\$9
Medicare 101	29-Jan	12	Free
LIFE: Suffrage	30-Jan	Rescheduled	\$5
Movie Monday	3-Feb	4	Free
LIFE: Drones	4-Feb	10	\$5
Veteran Benefits	7-Feb	20	Free
PALS	Ongoing M-W-F	Average 25	\$25 for 15 classes
Surplus Bread Pickup	Ongoing Wednesdays	Average 20	Free
Cards: Bridge and 500	Ongoing Tuesdays	Average 24	Free
Cards: Men's Only	Ongoing Thursdays	Average 5	Free
Cards: Pfeffer	Ongoing Friday	Average 45	Free
Library on the Go!	Ongoing 1st /3rd Week	Average 20	Free

Winter programming actively started towards the end of January with a well-attended Medicare program, LIFE learning classes and the Veterans Directed Care session.

Library on the Go! enjoys regular patronage and sees new users nearly every visit as word spreads. There are title and author requests on a regular basis. The schedule is:

Tuesdays at 3:30	Ecumen Prairie Hill
Wednesdays at 1:00 and 2:00	Benedictine and Pheasant's Ridge
Thursdays at 10:30	Ecumen Sand Prairie

Reminders are sent out on Monday to the activity director. On Tuesday mornings, books are selected from library; special requests were arranged the week previous. Visits occur over Tuesday, Wednesday, and Thursday; on Friday, remaining books, or books that were returned, are scanned back into the library system and left for the library volunteer to shelf. Users and their book selection are maintained on an Excel spreadsheet.

The Senior Center, American Legion and Last Mans Club are collaborating to have transit available for area veterans to attend the Vietnam War Commemoration on March 29. Transit does not operate on Sundays, nor do assisted living facilities have drivers available. The approximate cost of 4 hours of transit will be \$200. Each group will expect to pay \$66; the Senior Center will be invoiced. If this venture is successful, we will continue to offer this for the Memorial Day and Veteran's Day programs, too. Flyers were shared with the Legion and area facilities.

### **Library**

January Library Stats:

9,950 checkouts in November

391 new items were added to the St. Peter catalog

51 patrons received new library cards

4,452 St. Peter patrons are currently registered and actively using library cards

306 eBook checkouts

215 eAudiobook checkouts

304 total Mobile Patrons (Mobile patrons are "virtual patrons" from Nicollet County who create a library card account just for Overdrive access)

St. Peter borrowed out 83 items via MNLink and St. Peter borrowed 69 items.

793 holds were placed in Encore.

976 Chromebox Sessions were used (card catalog stations)

1,485 Wi-Fi sessions used. (This number can include people who connect to library Wi-Fi outside of the library in parking lot or park, as well as patrons who have library Wi-Fi "saved" on their devices. Library Wi-Fi stays on 24 hours a day, 7 days a week)

The library was CLOSED January 1 and January 20. The library closed early at 5:00 for an all staff meeting.

10 people attended the first ever Hygge program held on Jan. 23.

### *Youth Programming:*

Moved World Languages Shelf, Audio Books and New Book Shelves

January 10 Kindness Day in the Library (early release day)

### **Great Stories Club**

January 13 Great Stories Club *The Sun is Also a Star*

January 27 Great Stories Club *The Hate U Give*

Check out the [Great Stories Club Blog](#) for more details on each book session.

392 in attendance at weekly storytimes (including monthly preschool outreach day)

## Facility Use

### Saint Peter Community Center room reservations

- Rec programs used Gymnasium and Library **18** times.
- Senior and Adult Rec programs used 215, 217, 219, 310A or Gymnasium **67** times.
- Tenant meeting used 102, 104, 215, 217 or 300 **13** times.
- City and Library meetings used 102, 217, 300, or Library meeting room **19** times.
- School used Gymnasium, Library and 300 **30** times.
- Fee waived for room use **49** times.
- Rental: 20

310A	6
219	12
217	6
Lib	1

### Park Shelters

MN Square: 0

Gault Park Shelter: 0

Gorman Park Shelter: 0

Mill Pond Shelter: 0

### Field Use

- None

### Maintenance

Community Center

Replace hot water heater

Replace heat computer hard drive

Paint bathrooms

Regular maintenance & cleaning

Clean second floor carpet

Library

Paint break room & hallway

Wax break room & hallway

Regular maintenance & cleaning