

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

MINUTES OF THE SAINT PETER LIBRARY BOARD

Tuesday, January 12, 2021

Pursuant to due call and notice thereof, a regular meeting of the Library Board of the City of Saint Peter was conducted at the St. Peter Public Library, Tuesday, November 10, 2020.

I. Call to Order:

The Library Board meeting was called to order at 5:30 p.m. by Chair Michelle Twait. The following board members were present: Michelle Twait, James Nickras, Deb Fichtner, Loehrl Pillers, Karen Snay, Emily Bruflat and Mary Ann Hanson. Ex Officio members present: Joey Schugel, Brenda McHugh and Leticia Snow.

Approval of Agenda

Motion was made by Hanson and seconded by Bruflat to approve the agenda. Motion carried unanimously.

II. Approval of Minutes

Motion was made by Pillers and seconded by Nickras to approve the November 10 meeting minutes. Motion carried unanimously.

III. Oath of Office

Pillers and Fichtner took their Oath of Office to serve the Library Board.

IV. Election of Officers

Motion was made by Hanson and seconded by Bruflat to name the following officers: Chair – Twait, Vice Chair – Nikras, Secretary – Snay

V. Report of Library Supervisor

- A. Activity Report** – McHugh reported with Library Closure, procedure of taking appointments has been very busy, along with the pick-up window again. More and more people starting to come inside the library. Celtic Yuletide event in December was virtual and had great participation. 1,000 Books before Kindergarten just started. Storytime is Wednesdays on Facebook.
- B. Staff Updates** – New Asst. Library Supervisor (Snow), and two new Circ. Clerks, now fully staffed.
- C. Upcoming Winter Programs** – Received Southern Minnesota Initiative Foundation Grant for \$10,000 for ages Birth-8 year old programming. Many great plans and ideas coming and partnerships will be part of programming that will come from this funding.

VI. Old Business

- A. Friends of the Library** – Hanson reported that the Friends meet next in a week. Last meeting was their annual general meeting in November. Now have 128 books in a bag. There will be two new Friends Board members joining as member Potts has left the Board.
- B. School/City Partnership** – Snay reported with an update on the School Public Library Cards to all Middle Schoolers. Process has taken longer due to COVID and students not being in the classroom. Cards are done and the hope is distribute very soon since students will be coming back to the classroom. Sierra will be used in the school for easy access and resources for students. Library Staff has done a great job making this work.

VII. New Business

- A. **Library Goals/Objectives: Focus on #1** – The goal is: Maintain and increase a multi-faceted funding stream to support Library’s Mission and Goals. Group discussion on funding streams for the Library and what goals and objectives should be continued and set for future funding streams. In depth discussion on the variety of grants that are currently received on a yearly basis. Hanson explained what the Friends do on a yearly basis. Pillers asked for ways to increase funding for foreign language section. Twait feels the most important part of this goal is to come up with ways to show a return on investment of resources. Continue to increase awareness and tell the story of our Library and how it impacts our community. This could lead to additional funding sources. Pillers commented on how impressive it is that the Library is more than just books, there really is a wide variety of great programming. Pillers asked how COVID has effected funding and needs. McHugh spoke to changes in operation and investment in digital options. Schugel reported on overall budget and current state and what things could look like in the future. Last point of discussions on funding where memorial gifts.

VIII. Other Business – no report

- IX. **Adjourn-** Motion made by Nickras and seconded by Hanson to adjourn the meeting. Motion carried unanimously. Next meeting will be Tuesday, March 9, 2021 at 5:30 p.m.

Michelle Twait, Chair

Joey Schugel, Recreation Director

JS/jh