

CITY OF SAINT PETER, MINNESOTA

OFFICIAL PROCEEDINGS

MINUTES OF THE SAINT PETER LIBRARY BOARD

Tuesday, May 11 2021

Pursuant to due call and notice thereof, a regular meeting of the Library Board of the City of Saint Peter was conducted by virtual software, Tuesday, May 11, 2021.

I. Call to Order:

The Library Board meeting was called to order at 5:32 p.m. by Chair Michelle Twait. The following board members were present: Michelle Twait, James Nickras, Deb Fichtner, Loehrl Pillers, Emily Bruflat, Karen Snay and Mary Ann Hanson. Ex Officio members present: Joey Schugel, Brenda McHugh.

II. Approval of Agenda

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

III. Approval of Minutes

Nickras asked that his name be removed from the signature line due to Twait being the person that ran the March 9th meeting. Motion was made by Bruflat and seconded by Snay to approve the amended March 9, 2021 meeting minutes. Motion carried unanimously.

IV. Report of Library Supervisor

- A. Staff Update** – McHugh reported the library is in the process of hiring a part-time Circ.Clerk.
- B. Activity Report** – McHugh referenced the information in the packet that pertains to the library and also mentioned that some of the Senior Programming moved to the Library and they set up seating for the program in the children’s area.
- C. Summer Programming** – McHugh referenced the calendar in the packet and that it will be going out to the schools next week. The Summer Reading program will focus their events on outside and outreach. This summer the Bookmobile will be available twice a week with Exploration Recreation. The library is offering a new program at the pool called Story Splash that will coincide with Tot Time at the pool. This program will include a story time at the pool on Monday’s at 10:30am and a snack will be provided. The library would like to add Little Free Library in the Parks this summer and in the future they would like to create a map with all the Little Free Libraries throughout the community.
- D. COVID Update** – McHugh reported that the smaller MN meeting room is opening up in the Library. They will be slowly adding furniture back and making things work so everyone stays safe. She also referenced the COVID Plan for summer events which is in the packet.

V. Old Business

- A. Friends of the Library Update** – Hanson reported that the Friends will meet next week. FOL will be participating in a program with Extra Innings for every Monday in June a percentage of the profits will go to FOL. This program helps generate business for Extra Innings as well as benefiting the non-profit.
- B. Library/School District Library Card Program** – Snay reported that the programs is going well. She also mentioned that this program should expand to the High School due to its popularity and that some of the Middle School students will be at the High School next year and would benefit from the program being added. Brenda thought they would be able to

expand the program next year. Brenda added that the Catholic and Lutheran schools are a part of this program as well.

VI. New Business

- A. Updated Strategic Plan** – Handout in packet. The board discussed how to proceed with the strategic plan and a decision was made to keep the current plan for five years and to continue to look at each goal and make changes as needed. The board also discussed putting a survey together to try and get more of the community perspective on how the library is serving their needs and any suggestions the community might have. Pillars mentioned that a survey would help the board to continually evaluate the community needs. Nickras added to that saying the board could use it to check on the progress the board was making.
- B. Card Policy Update** – Handout in packet. McHugh reported that only a couple changes were made to the Card Policy. 1) Children must be at least 2 years old to obtain a library card. 2) The library will now accept emailed registrations, which will make it easier for patrons to then use the card for online resources.

VII. Other Business – no report

Adjourn- Motion made by Nickras and seconded by Fichtner to adjourn the meeting. Motion carried unanimously. Next meeting will be Tuesday, September 14, 2021 at 5:30 p.m.

Michelle Twait, Chair

Joey Schugel, Recreation Director

JS/jh