



## SELCO Advisory Committee Meeting

Tuesday, October 2, 2007

### Minutes

#### NAME

Janice Kunkel  
Monica Erickson  
Angie Meyer  
Renee Lowery  
Stephanie Silvers  
Bonnie Adams  
Linda Barsness  
Kathie Durand  
Jill Veerkamp  
Rhonda Barnes  
Lynne Young  
Mary Kay Feltes  
Kathie Roussopoulos  
Alice Henderson  
Janene Roessler  
Beth Anderson  
James Lund  
Louise Moe  
Milly Halverson  
Dianne Sikkink  
Sherry Grossardt  
Pat Johnson  
Judith Schierts  
Rita Hawes  
Jim Stetina  
James Hill  
Don Regelman

#### REPRESENTING

Cannon Falls Library  
Chatfield Public Library  
Dodge Center Public Library  
Buckham Memorial/Faribault  
Harmony Public Library  
Kasson Public Library  
Kenyon Public Library  
Lake City Public Library  
Lanesboro Public Library  
LeRoy Public Library  
Northfield Public Library  
Owatonna Public Library  
Plainview Public Library  
Plainview Public Library  
Preston Public Library  
Preston Public Library  
Red Wing Public Library  
Rochester Public Library  
Spring Grove Public Library  
Spring Valley Public Library  
St. Charles Public Library  
Stewartville Public Library  
Wabasha Public Library  
West Concord Public Library  
Winona Public Library  
Zumbrota Public Library  
SELCO Board of Directors

Also attending: Ann Hutton, Mary Beth Sancomb-Moran, Aurora Jacobsen

#### Libraries Sharing

Ann Hutton called the meeting to order. The following introductions were made:

- Don Regelman, Board Representative from Red Wing
- James Lund, Library Director from Red Wing
- James Hill, Library Director from Zumbrota
- Beth Anderson, Library Director from Preston
- Jill Veerkamp, Library Director from Lanesboro
- Louise Moe, Rochester Public Library staff
- Alice Henderson, Plainview Public Library staff

Approval of Agenda:

Approved as distributed.

Approval of Meeting Minutes:

Approved as distributed.

#### SELS Advisory Committee Update:

Bonnie Adams reported on the September meeting. The following issues were discussed:

- current LSTA projects
- job description for SELCO Assistant Director
- brainstorming for new LSTA project ideas

#### New Library Director Orientation:

In order to obtain much needed information on a timelier basis, SELCO staff has set forth an agenda for visits with new library directors. Ann Hutton, Donovan Lambright and Mary Beth Sancomb-Moran will cover the following topics at these visits:

- County funding
- Maintenance of effort (MOE)
- Overview of SELCO services
- Automation fees
- Required meetings
- Basic service offerings
- Current technology environment
- Help desk and training
- CE
- MnLINK
- Annual reports

An update on the job search for library directors notes that Wabasha Public Library is ready to make a job offer and have a new director on board by December 1. Judith Schiert's last day will be January 31. Janene Roessler's last day as director of the Preston Public Library will be October 26. Elizabeth Anderson has been hired to replace her.

#### SELCO Assistant Director Search:

Ann reported that she has 8 qualified applicants at this time. Interviews will be scheduled for mid October. She has already received input regarding desirable qualifications for this new person from the SELS Advisory Committee and the SELCO/SELS Executive Committee. The following are suggestions from this Committee:

- Experience in public libraries, especially recent direct patron experience
- Good communicator, both speaker and listener
- Sense of humor
- Team player
- Range of experience in different size and types of libraries
- Willing to spend time in the field and visit libraries
- Tech savvy
- Experience with serials and ILL, possibly MnLINK (if from Minnesota)

#### County Contract Update:

- Fillmore - will meet with the County Commissioners in October and will accept their offer of increases of 8%, 5% and 3% for the duration of a three-year contract.
- Goodhue – completed contracts are being circulated for signatures

#### Projections for local budgets for 2009:

A number of library directors described the process for funding requests in their county/city.

#### LSTA Update:

Aurora Jacobsen reviewed the progress of *Community Schools as Online Partners* and *Community Academic Libraries as Online Partners*. Mary Beth Sancomb-Moran discussed *Digital Audio Books for Seniors* and Ann Hutton reviewed the *Libraries as Partners in Rural Sustainability* grant.

#### Brainstorming for LSTA 2008 projects:

##### Ideas generated from this group:

- Regional subscription for downloadable audiobooks
- Management of electronic resources
- Digitization of local resources
- Indexing local information such as births, deaths, marriages, etc.
- Digitizing local newspapers, either scanned and/or migrating from micro-formats
- Book club kits (revitalize green box project) possibly focusing on literacy or Minnesota authors
- Local version of FRED – Fathers Read Every Day
- Programs for the underserved such as focus group discussion among Hispanic residents, including a collection development component to increase materials for new populations
- Programs based on health topics

##### Smart Investing Grant:

Mary Beth announced the opportunity for a joint project between ALA and the National Association of Securities Dealers (NASD) whereby SELCO would partner with KSMQ to offer locally produced investment education materials to patrons. A series of 30-minute programs, created by the NASD Foundation, will be broadcast over a thirteen week period. The following tools will also be provided:

- Live Webinar
- Regional Web site
- Resource guides
- Links to NASD Foundation materials
- Financial Connections blog
- DVDs of the broadcast programs
- Professionally copied and bound investment modules

##### Director's Roundtable Discussion:

The consensus was that the topic for the next Director's Roundtable in February will be *Service to Seniors*. SELCO staff will come up with discussion ideas before the meeting and ask for further suggestions.

##### Structures Study:

The Committee continues to meet on evenings coinciding with the SELCO/SELS Executive Committee meetings. It is beginning to look at membership – how SELCO and SELS currently operates, aspects they like and dislike. Governance and budget will be the topics for November. Please check out the Structures blog - <http://www.selco.info/news/blogs/structure> - for materials/comments.

##### Other:

SELCO will provide scholarship money for 4-6 library staff to the PLA conference in Minneapolis in March 2008. Directors will have first priority before opening the opportunity up to other staff. Ann will send out directions and requirements for applying for these scholarships.

##### ILS Elections:

There were no recommendations for representative from the medium sized libraries. Lavonne Beach will move from alternate to the position of elected representative and there will be a call for nominees again next year. Lynne Young will be the new chair of the Committee.

Hot Reads Kick-off:

Hot Reads 2008 will kick-off on the afternoon of December 4. SELCO is working in conjunction with the National Eagle Center in Wabasha for this years' program. Hot Reads materials are on display in the lobby.

Author Visits:

SELCO hosted local author, Catherine Friend, on September 25. Dianne Gray will be here on November 14.

Next Meeting:

December 4 – 9:30 a.m.

Transcribed by Angela Taylor, Administrative Services Manager