



SELCO Advisory Committee Meeting

Tuesday, April 1, 2008

Minutes

NAME

Theresa Schmidt
Deb Smith
Marla Burns
Janice Kunkel
Monica Erickson
Angie Meyer
Brenda Johnson
Bonnie Adams
Jill Veerkamp
Donna Johnson
Mary Kay Feltes
Beth Anderson
Audrey Betcher
Milly Halverson
Dianne Sikkink
Sherry Grossardt
Pat Johnson
Jim Stetina
James Hill
Don Regelman

REPRESENTING

Albert Lea Public Library
Brownsdale Public Library
Caledonia Public Library
Cannon Falls Library
Chatfield Public Library
Dodge Center Public Library
Grand Meadow Public Library
Kasson Public Library
Lanesboro Public Library
Mabel Public Library
Owatonna Public Library
Preston Public Library
Rochester Public Library
Spring Grove Public Library
Spring Valley Public Library
St. Charles Public Library
Stewartville Public Library
Winona Public Library
Zumbrota Public Library
SELCO Board of Directors

Also attending: Ann Hutton, Michael Scott, Mary Beth Sancomb-Moran, Aurora Jacobsen, Rachel Gray, Angela Taylor, SELCO staff

Welcome and Introduction:

Michael Scott called the meeting to order.

Approval of Agenda:

Approved as distributed.

Approval of Meeting Notes:

Approved as distributed.

Unfinished Business

Update from SELS Advisory Committee:

Angie Meyer noted that the following topics were discussed at the March meeting:

- SELCO/SELS Budget
- Strategic Planning workshop
- Update on LSTA projects

County Contract Update:

James Hill reported the following information regarding the Wabasha County contract:

- Letter sent to the Wabasha County Board requesting increase
- County requested further explanation of increase request to which Ann Hutton responded

- As the deadline for the County to respond occurred last week, Ann will follow up with Dave Johnson, County Administrator.

2007 LSTA projects:

- Community School Libraries as Online Partners –
Chatfield Elementary School library went online with the SELCO ILS in September and Ridgeway Community School did the same in January. Both projects are going well.
- Community Academic Libraries as Online Partners –
The Crossroads College collection is being barcoded at this time.
- Libraries as Partners in Rural Sustainability –
Programming continues with the libraries in Kasson, Albert Lea and Zumbrota reporting good attendance. Ann noted that these presentations have been videotaped and will soon be on the SELCO webpage for those interested in viewing.
- Digital Audiobooks for Seniors –
The collections are out in participating libraries and are being circulated. Programming is being done and well received. Programs conducted by the National Eagle Center are also being held in conjunction with this project.

Smart Investing Grant:

Rachel Gray, Project Librarian, reviewed the progress of this grant project.

- KSMQ will present the first program, *Smart Money Connections*, on August 13. A live web cast will be available for one hour afterwards.
- She is working on a Del.icio.us account
- Library programs will begin next spring – more information to come later
- She is beginning to purchase books for the collection development component of this grant. Let her know if you have any special requests.

Update on Sesquicentennial Activities:

The Sesquicentennial banner is currently in Houston County. Those present described activities planned at their libraries while hosting the banner and journals.

Structures Study:

Ann reported that this Committee has been meeting for over a year and has worked very hard. The group conducted an environmental scan, looked at 10-12 possible models and has asked good questions. The Committee recommendation is to hold public discussion with member libraries proposing:

- Merge SELCO and SELS, maintaining separate budget program
- Membership requirements remain the same, with all becoming SELCO members
- Programs divided up according to budget requirements
- Keep the current configuration of Governance
- Merge the SELCO and SELS Advisory Committees

With the assistance of board members who have worked on the Committee, public meetings will be conducted for a period of 4-5 months to garner additional input. The Structure Committee will reconvene in September and incorporate comments into a final recommendation for the Board in October. Action in October would make sure that we were ready to be able to introduce legislation in January, with changes not taking effect until 2010. This topic will also be on the June Advisory Committee agenda for discussion.

New Business

Review of Budget Survey:

The FY 2009 Budget survey closed March 31 and a preliminary report was handed out at the meeting. Survey responses show that ILL, the ILS, and delivery are the Information Technology priorities. Library Support priorities are advocacy, training, summer reading and grant writing. Delivery discussion ensued, with the desire expressed for additional delivery days for those libraries currently receiving three and four day per week delivery. Regarding inquiries about local collection development in the FY09 budget, Ann stated that the state library has determined that material grants are not eligible expenses using RLBS funds.

Strategic Plan Discussion:

The outcome of the information gathered by Toni Garvey and the outside facilitators of the Strategic Plan interviews and focus groups was that members were saying '*we need help with.....*' in their libraries. Three categories were identified as focal points of the new SELCO/SELS strategic plan:

- Early literacy
- Teens
- Marketing

Ann noted that the areas might be broad enough to include architectural assistance. In order to implement these components of the Strategic Plan, the new budget will include funds to hire library consultants. SELCO would hire subject experts from both within and outside the region. Ann noted that the new approach to the Strategic plan was based on the activities and services SELCO will focus on during the next three years. Activities that are ongoing are not specifically outlined in the new plan. She also stated that the mission statement and guiding principles are formulated for staff and how they interact with their customer base. The plan is out for public comment at this time.

MnLINK ILL:

Janice Kunkel opened discussion on how MnLINK requests are handled. The current decision, made by this committee, is to go with the default of the statewide borrowing rules. Ann suggested that agreement in determining a consistent loan period for items going to MnLINK is needed.

Michael Scott will schedule an ILL meeting of OnLine Libraries. In the meantime, MINITEX will be contacted about VDX structures and SELCO staff will look at the Btype and Itype issues.

Other:

- Audrey Betcher offered to give tour of the newly implemented Automated Materials Handling System at the Rochester Public Library for anyone interested.
- Bonnie Adams asked that SELCO staff check the status of Web Reporter and End-of-Day on a daily basis to ensure these are working properly. Ann will check on this. Bonnie also announced the retirement of Mary Rose Mataitis, Children's Librarian at Kasson Public Library and a party in her honor on May 1.
- James Hill asked for assistance in forming a Friends Group at the Zumbrota Public Library. Ann stated that the Rochester Friends Group does a fabulous job of providing resources.
- Ann noted that she has received 8 applications for the position soon vacated by Mary Beth Sancomb-Moran. Mary Beth is taking the position of librarian for the University of Minnesota – Rochester campus.

Next meeting: June 3, 2008 [*Note: meeting date changed to June 10*]

Transcribed by Angela Taylor
Administrative Services Manager