

Dakota County Library Foundation
Board Meeting Minutes
Monday, November 5, 2018 4:30-6pm
Wescott Library lower level Board Room

1. Meeting called to Order (Byrne).

Attendees were Roseanne Byrne, Jennifer Reichert-Simpson, Margaret Stone, Jed Taylor, Sara Galligan, Joan Utvik, and Marty Fischer

Roseanne introduced Joan “Joey” Utvik and welcomed her to the Board.

Roseanne noted that Darcy Schatz had resigned her position as a Board member, and Melissa Jones had resigned her position as Administrative Assistant. Roseanne asked board members to alert her of any possible candidates for this Admin Assistant position.

2. Minutes of August 20, 2018 meeting were approved as presented

3. Financial Reports (Byrne)

Account balances in Savings, Checking, CD 1 and CD 2 total \$53,109.50. Reports from Melissa Jones summarizing revenues and expenses from 2017 and 2018 were reviewed.

4. Old Business

An update of the proposal – introduced at the preceding meeting - to purchase a CD ladder in order to enhance interest income was presented by Marty Fischer. Following discussion, a motion was made, seconded and approved to move forward with the CD ladder. Fischer noted that a minimum of two “signers” for bank accounts and investment accounts at Fidelity is recommended. Roseanne indicated her desire to “cash out” the existing CDs at Wells Fargo and transition bank accounts from Rosemount to an institution with closer proximity. Jed Taylor noted the possibility that Fidelity Bank might be feasible and convenient.

Fundraising ideas/efforts were reviewed. Roseanne reported on inquiries she made to raise funds at Kowalski’s through their “receipts” program. Sara Galligan reported on her inquiry at Cub to raise funds through a “round up” program at checkout. Usually youth teams participate in this fundraising activity and provide a bagging service at the checkout point. It would be difficult for DCLF Board to provide

manpower for a bagging service. Sara also spoke with Hyvee about a possible “round-up” fundraising program over a Friday-Sunday; a table manned with representatives would need to be on hand to provide information, creating a manpower issue for small organizations like DCLF.

5. Library Awareness Project. Margaret Stone explained that the library would not be requesting funding from DCLF for a project to increase awareness of Dakota County Library, as she was able to provide needed funds from her budget. The project entails an organization “Rank Crankers” working pro bono through “5IVE” Minneapolis, to cause Google searches to raise Dakota County Libraries to the top of the list of search responses when the query involves a service that might be provided by the Dakota County Library. Although no funding is requested from DCLF, the Library does request DCLF to support the project by serving as fiscal agent for the grant from Rank Crankers. Roseanne indicated that the DCLF has provided this “fiscal agent” role in the past. Following discussion of potential risks to DCLF, a motion to support the Library request by serving as “Agent of Record” was made, seconded, and unanimously passed.

6. Library Update.

Funding requests for the Library were presented by Jennifer Reichert-Simpson. The Jail Outreach program, Winter Reads 2019, Adult and Youth Poetry Contest, and Teen Fan Fiction Writing Contest were reviewed, to very favorable responses by all participants. A motion to approve the \$2,515 total request was made, seconded and passed unanimously.

Margaret Stone reported on the status of various library remodeling projects. She also reported on the Library’s successful application to be a participant in “Of For By All”, an international organization dedicated to developing and sharing best practices for organizations to connect with their communities. DCL was one of only 3 libraries to be accepted to participate. This is a great development opportunity for DCL and its staff.

7. Other business (all)

- 2019 election. Roseanne would agree to serve as chair for one more year. A motion was made, seconded and passed to elect Roseanne as chair.
- Board membership. A “vice chair” position is needed to provide a second signer for financial accounts. Additional Board members would be beneficial.
- Schedule of 2019 meetings:
 - April 15,
 - August 19,
 - November 4

8. Adjourn (Byrne)