

Dakota County Library Foundation
May 21, 2018
4:30pm-6:00pm
Wescott Library Board Room
Eagan, Minnesota

Minutes Prepared By: Melissa Jones

Attendees: Roseanne Byrne, Bill Asp, Jed Taylor, Roxanne Mindeman, Jennifer Reichert-Simpson

Absent: Marty Fischer, Liz Fors, Margaret Stone

Call to Order: 4:40pm

Topic	Discussion
Greeting and Introduction of Administrative Assistant	Roseanne Byrne introduced Melissa Jones as the new DCLF Administrative Assistant. Melissa shared a brief bio and present Board members introduced themselves.
Review February 5, 2018 Minutes	The minutes from the February 5, 2018 meeting were reviewed. <i>Roxanne moved to approve the minutes. Jed Taylor seconded the motion, which was approved unanimously.</i>
Financial Report	<i>Accounts Summary</i> CD #1: \$11,583.29 CD #2: \$5,690.69 Savings: \$34,989.92 Checking: \$794.80 Approved to transfer \$300 from Savings to Checking. 2 CDs considered Endowment Fund Discussion to consider changing banks for CDs as interest rates rise. Savings = current and past donations Board agreed that there is a need to find some new places to earn money. Bill proposed longer term CD for Savings to earn money. Board discussed checking the maturity date of the CDs. Check to see how much needs to stay in endowment versus general funds. <i>Roxanne moved to approve research for new options. Bill Asp seconded the motion, which was approved unanimously.</i>

Website Oversight	<p>Roseanne and Melissa discussed website oversight (Melissa possesses all passwords and login information).</p> <p>Discussion to explore Give to the Max (held in November), Mississippi Market also offers opportunities for non-profits to receive “round up” of bill from customers. Amazon Smile allows you to choose an organization to donate to. Kowalskis allows you to turn in your receipt to an organization of your choice. Jed agreed to reach out to Kowalskis and Mississippi Market to inquire about fundraising opportunities.</p>
Simple Fundraising Project	<p>Roseanne Byrne brought up the idea of a simple fundraising project; to reach out to Dakota County Realtors soliciting donations. Board agreed to fundraising project.</p> <p>Jed suggested to reach further and suggested reaching out the home sale sites (such as Zillow) to include libraries in home sale postings.</p>

<p>Library Update</p>	<p>Jennifer Reichert-Simpson provided a library update.</p> <ul style="list-style-type: none"> ● Remodels <ul style="list-style-type: none"> ○ Pleasant Hill wrapped up assessment of needs and design phase, currently putting everything together to go out to bid <ul style="list-style-type: none"> ■ Tentative closing: Early Winter 2018 ■ There will be a fairly large interim site ○ Heritage interim paired with License center <ul style="list-style-type: none"> ■ Tentative closing: Early Winter 2018 ○ Galaxie updates are going well <ul style="list-style-type: none"> ■ Tentatively opening: Fall 2018 ● Summer Discovery Program - starting June 6 <ul style="list-style-type: none"> ○ Youth Ages Birth-17 ○ When finished, will earn a prize ○ DCLF is one of the donors ○ 15,000 youth participate in Reading and Learning ○ 280 teen volunteers ● Still working with marketing firm 5IVE, rework branding (logo, messaging, promotion: website, tshirt, etc) <ul style="list-style-type: none"> ○ Focus groups met a couple of weeks ago ○ Using customer comments from strategic plan <ul style="list-style-type: none"> ● Hope it wraps up end of July/August ● Wentworth Library <ul style="list-style-type: none"> ○ Demographics have changed in past 10 years ○ Now hosting social service referral hours (working with homeless: housing, SNAP, clothing, food referrals, other benefit referrals) ○ 1-4 people helped per shift ○ Limited hours (Thursdays 1-3p) ○ Working with Murray to provide Youthprise free drop in lunch time - 50% of students in area receive free/reduced lunch
<p>Expired Terms</p>	<p>Roxanne Mindeman and Bill Asp's terms expired in 2017; agreed to continue on as usual for the foreseeable future until things change.</p>
<p>Board Membership</p>	<p>Board membership is struggling. Roseanne has reached out to three retired staff and was turned down flat. Suggested asking Barry Pogotchnek and Sarah Galligan if they are interested in joining the board.</p>
<p>2018 Meeting Dates</p>	<p>Remainder 2018 meeting dates are set for August 20 and November 5.</p>

Adjourn @ 6:05pm

