



Dakota County Library Foundation

Board Meeting Minutes

Date: April 7th, 2020 **Time:** 4:30 pm **Location:** Wescott Library

The meeting was conducted remotely due to “stay at home” edict by Governor Walz

Attendees

Rachel Quick, Dixie Ohlander, Joan Utvik, Marty Fischer, Margaret Stone, Jennifer Reichert-Simpson, Roxanne Mindeman, Roseanne Byrne, Kathy Boyd, Sara Galligan

Call To Order

The meeting was called to order at 4:37 PM. Minutes from the January minutes were approved. The meeting agenda was reviewed and approved.

Meeting Schedule

The upcoming meeting schedule was discussed. Meetings will take place on the first Tuesday of a designated month. Rachel will try to move the meeting to different branch library locations and invite their respective friends groups. Upcoming meeting locations might be Wentworth and Burnhaven.

Board Positions

Rachel explained that the chair position for the foundation is open; vice-chair is Roseanne Byrne; treasurer is Marty Fischer; secretary is Sara Galligan. Rachel is executive director for the foundation and prefers not to be chair. If anyone is interested in being nominated for the chair position, they should email Rachel.

Financial Report

Marty Fischer reviewed the DCLF Fidelity account balances as of March 31. The total account value was \$60,330. Of this total, \$18,740 was held in a Government Money Market account, which provides very high liquidity. The remaining amount was held in laddered CDs, with maturities and market value as follows:

- \$10,020 maturing 7/22/2020 - Citizens Bank
- \$10,126 maturing 2/8/2021 - Morgan Stanley Bank
- \$11,315 maturing 2/7/2022 - Citibank
- \$10,129 maturing 1/23/2023 - Sallie Mae Bk

The expected annual income for the portfolio is \$1,177.

Newsletter

Dixie gave an update about the foundation newsletter. She said she'd met with Rachel regarding the newsletter and other communications to promote the foundation. Plans are underway to find more content and publish in the newsletter. Other information has gone out on Facebook. Numbers regarding the performance of various posts are available. Jen indicated that the library still plans to offer a poetry contest, and people can apply online. Jen will send Rachel the web page about the poetry contest information for continued promotion.

Flagship Project Proposal

Sendak Exhibit for 2022. Rachel noted that a subcommittee was needed to coordinate and budget for a project that would enhance the Sendak exhibit and also help market the foundation. Possible use of Herzog foundation money would go toward the project. Additional funds are coming from MELSA and a Legacy grant. The foundation could identify an amount to give to the project and receive an acknowledgment of the donation. Foundation members will continue to discuss support for the Sendak project at the July meeting.

Digital Collection

Rachel proposed offering funding toward enhanced access to e-resources, especially needed now that the libraries are physically closed to the public. She proposed \$3000; Margaret will get some data so we can assess how best to donate for a useful e-resource. Roxanne encouraged this decision and our support. Rachel will send out an email regarding a budget for e-resources and request a vote from foundation members. She will try to get input from Roseanne about this as well. *A vote over email approved a donation of \$5,000 to be used at the library's discretion towards digital purchases.*

Additional Funding Requests

Margaret and Jen didn't have any other immediate requests.

Library Updates

Margaret provided an update on library programming, especially regarding the March closing. Staff are rotating in and out of the library and substitutes are in place as backup. There's been some reallocation from print to digital resources, which are in high demand. Live Facebook events are taking place, including Storybook and programs for adults. Signups for library cards continue. In early April, the library began curbside pickups for items on hold. Roxanne asked if there was anything the foundation could do to ensure safety for staff; Margaret replied that there's no contact with the public, and precautions are in place for books that are returned; staff are keeping a social distance. Library due dates are extended to May 31, and no fines are accruing.

Next Meeting(s): July 7 and October 6. Locations are tentative.

The meeting adjourned at 5:25 PM.

Respectfully submitted,
Sara Galligan