

**Ramsey County Library Advisory Board
May 15, 2024
Ramsey County Library – Mounds View
2576 Mounds View Boulevard, Mounds View, MN 55112**

- I. Call to Order**
- II. Board Member Introduction**
- III. Action Items**
 - a. Approval of the May Agenda
 - b. Approval of April Meeting Minutes
 - c. Donation Acceptance
 - d. June Meeting
- IV. Discussion Items**
 - a. Tour of Mounds View Library – Marcus Lowry, Branch Manager
 - b. Collections Development Policy – Nicole Herold, Technical Services Manager
 - b. Deputy County Manager Update
 - c. Deputy Library Director Update
 - f. Future Meeting Topics
- V. Adjourn**

Library Advisory Board
Molly Jansen
Marissa Kirby-Stofferahn, Chair
Kami Miller, Vice Chair
Andrea West
Dawne Brown White

Ramsey County Library Advisory Board Meeting

April 17, 2024

**Ramsey County White Bear Lake Library
2150 2nd Street, White Bear Lake, MN 55110**

LIBRARY ADVISORY BOARD PRESENT: Molly Jansen, Marissa Kirby-Stofferahn, Kami Miller, Andrea West, and Dawne Brown White.

STAFF PRESENT: Pang Yang, Library Deputy Director; Chuck Wettergren, Digital Services Manager; Ann Wahlstrom, North St. Paul and White Bear Lake Branch Manager, and Maggie Soukup, Library Board Coordinator.

OTHERS PRESENT: Stacy Kaiser, Chief Information Security Officer, Ramsey County.

CALL TO ORDER

Kirby-Stofferahn called the meeting to order at 6:36 p.m.

ACTIONS ITEMS

Approval of the April 17 meeting agenda

Jansen made a motion to approve the agenda as presented. West seconded the motion, which passed unanimously.

Approval of the March 20 meeting minutes

West made a motion to approve the March 20 meeting minutes as presented. Jansen seconded the motion, which passed unanimously.

Donation Acceptance

Jansen made a motion to accept the donations to the Ramsey County Libraries as presented. Miller seconded the motion, which passed unanimously.

PRESENTATION

Chuck Wettergren, Library Digital Services Manager, and Stacy Kaiser, Ramsey County Chief Information Security Officer, gave a presentation on Ramsey County data security. Wettergren shared how the two departments, Digital Services and Information Services, work together to keep staff, patrons, and visitors safe when using library services. He explained that Information Services (IS) provides infrastructure to all County departments while Digital Services (DS) is responsible for all of the applications that the Library uses such as Horizon and BiblioCommons. Both Wettergren and Kaiser reiterated how important employee awareness and training is to keeping data and information safe as well as updating and maintaining both internal and external policies.

BRANCH TOUR

White Bear Lake Branch Manager Ann Wahlstrom gave the board members a tour of the branch.

UPDATES

Deputy Library Director Update

Yang shared the following updates with the board:

- First round interviews for the Library Director position are beginning next week. The anticipated start date for the new Director is mid-June.
- RCL held its 2nd anti-racist book club 2 weeks ago. Led by Library Associate, Abeni Hill, the club meets the 4th Wednesday of each month at 6:00pm at the Shoreview branch – all are welcome!
- MELSA is currently in the process of hiring a new executive director. Scott Vrieze, current Executive Director, will be retiring later this spring.
- Yang recently attended a North St. Paul City Council meeting on behalf of RCL. She shared value and impact that the North St. Paul library provides the city and answered questions the council members had about the library.
- RCL distributed over 500 free COVID tests over the last 2 weeks to patrons visiting the libraries.

POLICY REVIEW

Unattended Child Policy

The board welcomed Ann Wahlstrom, Branch Manager and Children's Librarian, to discuss the proposed changes made to the Unattended Child policy. Wahlstrom was able to provide historical context to the current policy as well as insight as to why the changes were being made. Wahlstrom is part of a group made up of Ramsey County Children's and Teen Librarians who reviewed the policy and are making the proposed changes.

Many board members agreed that a key part of this policy is to make sure that the policy is visible for all visitors and that staff helping to educate parents and guardians on the policy.

ADJOURN

Kirby-Stofferahn made a motion to adjourn the meeting at 8:00 p.m. Miller seconded the motion, which passed unanimously.

Request for Library Board Action

Meeting Date
May 15, 2024

Action Requested
Review and Accept

Presented By
Pang Yang, Deputy Library
Director

SUBJECT:

Accept 2024 Ramsey County Library Donations

BOARD ACTION REQUESTED:

Review and accept donations of up to \$5000 made to the Ramsey County Libraries:

Donor	Purpose	Branch	Amount
Anonymous Cash Donation	WBL General Fund	WBL	\$94.59
Laurie Perron	WBL General Fund	WBL	\$5.00
Rawley Brodeen and Family	In Memory of Ginny Brodeen	Shoreview	\$500.00

Collection Management Policy

Approved by: Library Board

Approved Date: April 6, 2008

Revised Date: ~~September 20, 2017~~

Review Schedule: Every 5 years

Next Review Date: ~~2022~~

Statement of Purpose

The Collection Management Policy provides a framework for the selection and retention of library materials in support of the Library's mission. A collection development policy does not replace the judgment of staff responsible for the selection of library resources.

About Ramsey County Library's Collection

The seven branches of Ramsey County Library are located within suburban Ramsey County outside of the St. Paul borders. Three regional locations in Roseville, Maplewood, and Shoreview have collections that are expansive enough to address the needs of the surrounding communities. Smaller libraries in White Bear Lake, Mounds View, New Brighton and North St. Paul have collections that address popular and local demands. Ramsey County Library in Roseville is the resource center for the system and its collection includes specialized titles, technical information and in-depth materials of interest to the general public.

Patrons may request that materials be sent to the branch most convenient to them. Some collections~~Materials move between branches at the request of patrons, with the exception of the books, DVDs, and periodicals of the two smallest branches located in New Brighton and North St. Paul. Materials comprising small-scale collections~~ may be assigned to move between all seven branches and are shelved at the branch at which they were most recently returned.

Ramsey County Library offers ~~collections of~~ rental books ~~and DVDs~~ that may be borrowed for a daily fee. ~~The R~~ rental collection ~~wass were~~ funded by a gift from the ~~Friends of the~~ Ramsey County Library ~~Friendsies~~ and ~~isare~~ now self-sustaining. ~~The r~~ Rental collections ~~does~~ not reduce the number of copies the Library has in its regular collections and all titles that are available as rentals are also available for free.

Collection Objectives

Ramsey County Library seeks to provide the community with a collection that meets informational, educational, and recreational needs within the limitations of space, staffing and budget. Textbooks and highly specialized materials are generally excluded from the collection but Ramsey County Library's participation in resource sharing through interlibrary loan provides

patrons with access to library collections nationwide. The Library's participation in cooperative networks expands access to databases and e-resources.

Ramsey County Library provides free access to materials in a number of formats to all customers and supports the right of each user to decide which items are appropriate for their personal use. The Library endorses the principles of intellectual freedom as expressed in the American Library Association's [Library Bill of Rights](#), [Freedom to Read](#) and [Freedom to View](#) statements.

Selection Guidelines

Responsibility for Selection

The authority and responsibility for the collection rests ultimately with the Library Director. Materials selection is the responsibility of staff librarians working with assigned collections. Librarians use the selection criteria outlined below to anticipate patron needs, respond to high demand requests, discover materials that support the diverse interests of the community and allocate limited resources to best serve patrons.

Selection Criteria

Selectors welcome [and encourage community input and](#) patron suggestions, consult library selection tools and are informed by reviews in the media. Selection considerations include:

- Public demand, interest or need
- Contemporary significance, popular interest or permanent value
- Attention of critics and reviewers
- Prominence, authority and/or competence of author, creator or publisher
- Timeliness and availability of material
- Relation to existing collections and to the Library's [and County's](#) strategic priorities
- Materials that further racial equity goals for the collection
- Suitability of format for library lending
- Budget and space limitations
- Local or regional interest or significance

Gifts

The Library will accept donated materials only with the understanding that they may be added to the Library's collection, discarded, donated to other charitable organizations or sold at the Library's discretion. Donated items, including review copies, become the property of the Library and will not be returned to the donor. When considering gifts for addition to the collection, the same considerations used in the selection of new materials will be applied. Donors may not impose conditions that limit access to materials or their use.

Collection Maintenance

Professional library staff regularly review items in the collection to ensure that they continue to meet patrons' needs. Materials that are worn, obsolete, old editions or no longer in demand are removed. Unused items in good condition may be transferred to another branch if demand varies between branches. It is the responsibility of professional staff to assess the need for replacing materials that are damaged, destroyed or lost. Items are not automatically replaced. Decisions are based on need, demand and budget. Usable materials withdrawn from the Library's collections will be made available to the ~~Friends of the~~ Ramsey County Library Friends libraries. Ephemeral materials such as newspapers and magazines are recycled after their regular retention periods.

~~Requests for Reconsideration of Library Materials~~

~~Any Ramsey County Library patron has the right to protest the presence of any materials found in the Library's collections. The protest will be reviewed by a committee of librarians, who will make a recommendation to the Library Director. The Director will make the decision as to the disposition of the protested material. The patron may appeal the Director's decision to the Library Board, which will make the final decision.~~

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939, by the ALA Council; amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; January 23, 1980; January 29, 2019.

Inclusion of "age" reaffirmed January 23, 1996.

Although the Articles of the *Library Bill of Rights* are unambiguous statements of basic principles that should govern the service of all libraries, questions do arise concerning application of these principles to specific library practices. See the documents designated by the Intellectual Freedom Committee as [Interpretations of the Library Bill of Rights](#).

The Freedom to Read Statement

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

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Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

We therefore affirm these propositions:

1. *It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.*

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process. Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

2. *Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.*

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

3. *It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.*

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

4. *There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.*

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.*

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.*

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.*

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is

unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous; but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

The **FREEDOM TO VIEW**, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression.

The **FREEDOM TO VIEW**, along with the freedom to speak, to hear, and to read, is protected by the First Amendment to the Constitution of the United States. In a free society, there is no place for censorship of any medium of expression. Therefore these principles are affirmed:

1. To provide the broadest access to film, video, and other audiovisual materials because they are a means for the communication of ideas. Liberty of circulation is essential to insure the constitutional guarantee of freedom of expression.
2. To protect the confidentiality of all individuals and institutions using film, video, and other audiovisual materials.
3. To provide film, video, and other audiovisual materials which represent a diversity of views and expression. Selection of a work does not constitute or imply agreement with or approval of the content.
4. To provide a diversity of viewpoints without the constraint of labeling or prejudging film, video, or other audiovisual materials on the basis of the moral, religious, or political beliefs of the producer or filmmaker or on the basis of controversial content.
5. To contest vigorously, by all lawful means, every encroachment upon the public's freedom to view.

This statement was originally drafted by the Freedom to View Committee of the American Film and Video Association (formerly the Educational Film Library Association) and was adopted by the AFVA Board of Directors in February 1979. This statement was updated and approved by the AFVA Board of Directors in 1989.

Endorsed January 10, 1990, by the ALA Council