

**Cedar Rapids Public Library
Board of Trustees
Meeting Minutes
June 4, 2009**

Board members present: President Susan Corrigan, Vice President Doug Elliott, Phyllis Fleming, Harriet Kalinsky, Joe Lock, Susan McDermott, Dennis McMenimen, and Paul Pelletier. Absent: Hilery Livengood

Staff & others present: Interim Library Director Tamara Glise; library staff members Bryan Davis, Marie DeVries (Foundation), Leon Green, Carol Hoke, Patricia Holderness, Karen Johnson, Jeff Krohn, Roger Rayborn, Christina Riedel, Sue Stannard, and Doug Munson (for the union); Greer Fry (Friends); Chris Schuety (Foundation); City Council liaison Brian Fagan, and two members of the public.

A. Consent Agenda

1. Library Board meeting minutes

May 7, 2009

2. Financial Report

April 30, 2009

Lock moved to approve the consent agenda and McDermott seconded. The motion passed unanimously.

B. Public Comments/Communications

None

C. Announcements

Corrigan noted that it is the first anniversary of the flood this month. She thanked the staff and board for their hard work and pointed out a flood milestone handout.

D. Operational Report – May

Green added statistics on the number of items in the collection showing a current total of 72,280 items. In general, statistics show increased activity in most areas with the percentage of CRPL's percentage of the Metro Library Network's circulation also growing.

E. Friends of the Library Report – Greer Fry

Friends will be at the Farmer's Market and they are gearing up for the Book Sale.

F. Foundation Report – Marie DeVries

The budget for 2010 has been finalized and includes funding for a levy campaign should the Board decide to proceed in that direction. Money has been allocated for a pre-campaign study to be completed by August. Money for the Readers Rebuild campaign is now in a separate fund.

G. Library Board Committee Reports

1. Executive Committee – Susan Corrigan, committee chair

a. Library Levy (information)

Corrigan gave a brief history of previous discussions on raising the levy from 4 cents to 27 cents. November 2009 is the first opportunity to place this on the ballot. The committee recommends moving forward with this vote since budget

reductions will continue and the library needs to take a longer term focus on operating revenue. The Board will meet at 4 pm on June 11, 2009 to vote on this issue.

b. FEMA update (information)

FEMA has so far determined \$22 million in damages which does not include shelving and some other items. Reimbursements are based on “scope of service” or actual cost.

2. Finance Committee – Dennis McMenimen, committee chair

a. Budget Update

The budget for 2010 is set.

b. County Funding (information)

The committee will put together a proposal to the Linn County Supervisors asking for funding comparable to the Cedar Rapids per capita funding. They will also look for consensus with the Metro Library Network partners.

3. Building Committee – Doug Elliott, committee chair

a. Downtown Branch Progress (information)

The soft opening will be June 12 with the Grand Opening scheduled for June 29.

b. Main Facility (information)

Elliott presented a document showing multiple timelines that impact the effort to build a main library facility. Based on these timelines, the project would be finished by the end of 2012. The Board’s scope of work plan for the next few years will be determined from the overall timeline.

c. IJOBS Update (information)

The IJOBS earmarked proposals are due by June 17, 2009, and the funding may be available as soon as July. The Library will participate in the City’s public participation facilities meeting on June 23. We do not know when we will hear from FEMA on the relocation request. The Board agenda for the June 11 meeting will include a revision of the Guiding Principles for the Re-establishment of a Library Main Facility.

4. Ad Hoc Director Search Committee – Susan McDermott, committee chair

a. Director Search Update (information)

The field of applicants has been narrowed to five. Information on the candidates selected for interviews will be sent to the Board. Interviews will be June 14-16 and will include a tour of the city, a meeting with the managers, and a 2 hour board interview. Potential interview questions were distributed.

5. Nominating Committee – Susan McDermott, committee chair

a. Proposed Officer Slate (information)

The officer slate will be Susan Corrigan, president, and Doug Elliott, vice president.

I. Director’s Report – Interim Director Tam Glise

1. Action Items

a. Cedar Rapids Museum of Art Contract

This item will be tabled until the June 11 board meeting.

2. Informational Items

a. Staff Development Day

b. Public Service Guidelines and Behavior Standards

These guidelines and standards were developed by the staff and will be used to revise other policies.

c. Tressa Youngbear and Barb Gay Assisting ISAIC

d. Opening Hours of Downtown Branch

The library will be open initially from 10 am – 6 pm Monday through Friday.

e. Downtown Branch Collection

f. This Month's Article: "Reading into the Future"

g. MediaBank "juke boxes"

The library will be ordering two MediaBank "juke boxes" to dispense DVDs and CDs at the Bridge Facility to be installed in early to mid-fall. The machines hold up to 1600 items and will allow for fast turnover and save on repetitive motion for the staff.

J. Old Business

Elliott pointed out the information on the children's summer reading program. Kristin Simon from ECICOG will be doing a program on June 17.

McDermott reminded the Board that Sara Paretsky said that Women Mystery Writers will help the library.

K. New Business

L. Adjournment