

**Cedar Rapids Public Library  
Board of Trustees  
Meeting Minutes  
October 1, 2009**

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

**Staff & others present:** Library Director Bob Pasicznyuk, Library staff members Tamara Glise, Karen Johnson, Leon Green, Carol Hoke, Patricia Holderness, Jeff Krohn, Roger Rayborn, Christina Riedel, Sue Stannard, and Doug Munson (for the union); Greer Fry (Friends); Adam Belz (Gazette).

**A. Consent Agenda**

Livengood arrived.

**1. Library Board meeting minutes**

August 27, 2009, September 3, 2009

**2. Financial Report**

August, 2009 – Was not available.

*Fleming moved to approve the consent agenda and Kalinsky seconded. The motion passed unanimously.* Livengood was not available for this vote.

**B. Public Comments/Communications**

None

**C. Announcements**

Corrigan welcomed Bob Pasicznyuk and stated that the Library Board is happy to have him here.

**D. Operational Report – August – Leon Green**

Green offered a brief synopsis of the report. Comparisons can now be made with August 2008 since the library has now been open one full year. CRPL's part of the Metro Library circulation has risen from 30% to 38% and continues to rise. In other comparison with last year, CRPL circulation is up 53%, Metro Library Network circulation is up 26%, reference questions, library cards, and adult programs are each up well over 100%, children's programs are up 43%. Public computer usage was the highest since the flood.

**E. Friends of the Library Report – Greer Fry**

Fry welcomed Pasicznyuk on behalf of the Friends. They will sponsor an Open House to welcome him on October 15. The last Farmer's Market will be Saturday, Oct. 3. Friends helps to sponsor the America Reads program on Oct. 22-23. If you are interested in volunteering to read to elementary students in the schools, call the Volunteer Office at the CR Schools or pick up a brochure available here at the Library. Robby Marvin of Rockwell has chosen the Friends for a matching personal donation. Friends and Rotary West Interact at Washington High School will collaborate to raise \$1000 to match his gift which will go to the Foundation's rebuilding fund. The annual Book Sale will be held Nov. 6-8 at the former Econofoods

East store. A silent auction of donated books solicited by Mystery Cat Bookstore will be held on Friday, Nov. 6 from 3-8 pm. Monies raised at the EIHQ Quilt Show in September will go to the Friends who will pass it along to the Foundation.

**F. Foundation Report** – Hilery Livengood and Susan Corrigan

Livengood reported that the second Feasibility Study is on hold until a new library site is selected. They are in the process of hiring a new director who will be full time. The Foundation Board will meet next week.

**G. President's Report** – Susan Corrigan

**1. Welcome of Bob Pasicznyuk, Director**

See announcements

**H. Library Board Committee Reports**

**1. Finance Committee** – Joe Lock, committee chair

***a. Budget Update: Final FY09 and FY10 (information)***

The committee met with Casey Drew and was informed that the FY09 budget and July/August FY10 report are not available because a software upgrade and internal process changes have delayed it; however, year end numbers for FY09 and data for July/August FY10 should be available on Oct. 5.

***b. FY11 Budget: In Process (information)***

The two pronged approach to the FY11 budget approach of developing the Key Financial Strategies (KFS) and then the FY11 budget due in March is in progress. A date for presentation to the Council is not yet known.

***c. Review of SLA with City Finance (information)***

The committee decided to defer discussion of service level agreements until Pasicznyuk could participate. On Monday, Oct. 5, Lock, Casey Drew, Pasicznyuk, and Tom Martin and maybe others will meet to discuss whether the library is receiving the support indicated in the SLAs or whether they agreements need to be revised.

***d. FEMA update (information)***

The City and Senator Grassley's office have contacted FEMA about temporary funding and permanent relocation requests, but have received no word on either. Since I-JOBS funding needs to be expended in three years, the Board is anxious for a response on the permanent relocation so that plans for the main library can move ahead.

**2. Building Committee** – Doug Elliott, committee chair

***a. Main Facility (information)***

The committee is waiting for the City Council's decision on the site of the new main library and is available to assist in moving the process forward.

***b. Building Program (action)***

The Board adopted a building program prior to the flood. After the flood, the committee reviewed and revised the building program to reflect the current status of the main library. Two Brown Bags were held to inform the public and to solicit input from them. Information was also available on the website. This is still viewed as a "living document." The plan for a Westside branch is on hold, but the Board is committed to this after the main library is well underway.

*Elliott moved that the Board approve the revised building program for the downtown library. Fleming seconded. The motion carried unanimously.*

***c. City Facilities Open Houses (information)***

The Open Houses have been postponed to November to allow the Council time to discuss sites and costs. The Board hopes to know as soon as possible so that plans for the main library can move ahead as noted above. Elliott has been reassured by the Council that the Library is a priority.

**I. Director's Report – Karen Johnson, Adult Services Manager**

**1. Action Items**

a. Since the contract has not yet arrived action was deferred until the next Board meeting. It will go to the Finance Committee first.

**2. Informational Items**

***a. West Build-Out Update***

***b. Symphony Upgrade***

***c. Downtown Branch Story Times***

***d. Summer Reading Statistics***

Fleming reported that she has had positive feedback on the children's and adult programs this summer.

***e. Playaways Are Here***

Johnson reported that the playaways, small portable recorded books, are going well, but the library does need to market their availability to the public. About 400 playaways have been purchased with most of them already in circulation. Marion and Hiawatha who are also utilizing this format have similar policies regarding their use. They check out like the books, but will be non-holdable until the collection grows larger.

**J. Old Business**

None

**K. New Business**

Corrigan reported that there are new conflict of interest forms to fill out. Pasicznyuk indicated that all Trustees should fill them out marking yes when indicating working with a government agency (FEMA) and return them at the November Board meeting. Livengood informed the Board that she has a copy of a report on how New Orleans used grants and how they have progressed in their recovery from Hurricane Katrina. Pasicznyuk will look it over to determine if the material should be included in next month's Board packet.

**L. Adjournment**

Meeting adjourned at 4:32 pm