

**Cedar Rapids Public Library
Board of Trustees
Meeting Minutes
December 6, 2007**

Board members present: President Tim Hill, Vice President Susan Corrigan, and board members, Doug Elliott, Phyllis Fleming, Joe Lock, Susan McDermott, Dennis McMenimen and Nancy Shey.

Staff & others present: Library Director Lori Barkema; Assistant Director Tamara Glise; library staff members Rebecca Bartlett, Marie DeVries (Foundation), Barb Gay, Leon Green, Carol Hoke, Karen Johnson, Jeff Krohn, Chris North, Roger Rayborn, Pat Schabo, Lola Shull (for the union) and Kit Wong; Rochelle Holcomb (Friends); City Council liaison Brian Fagan; library planner George Lawson; Gazette reporter Adam Belz; and from the public Carol Burns and Harriet Kalinsky.

A. Consent Agenda

1. Library Board meeting minutes

November 1, 2007

Library Special Budget meeting minutes

November 13, 2007

2. Financial Report - October

Shey moved to approve the consent agenda and McMenimen seconded. The motion passed unanimously.

B. Public Comments

Barkema called attention to the numerous patron letters, e-mails and library-related news articles distributed to the Board.

C. Announcements

None

D. Operational Report – October

Circulation has begun to climb again with the restoration of Sunday hours, according to Glise. The large drop in program figures reflects corresponding reductions in staffing and adult programming. Carol Hoke noted that the fee increase for Beems Auditorium is competitive with other venues, and the library now makes some money on rentals to for-profit groups.

E. Friends of the Library Report – Rochelle Holcomb

The annual November book sale took in over \$43,000 this year, and a recent fundraiser at Barnes and Noble earned about \$800 for the Friends. Friends will participate in an open house on December 8th at the Cherry Building, where their sorting center is located.

F. Foundation Report – Marie DeVries

Chris Schuety is the new Foundation president, replacing Joan Thaler who has retired from the board. Two new members, Natalie Ditmars and Molly Altorfer, will join the board in January.

G. Advocacy Committee Report – Susan Corrigan

Corrigan asked board members to encourage people to attend the Town Hall Meeting planned for January 7, 2008, at the First Presbyterian Church. Marie DeVries and Corrigan will draft a guest column for submission to the Gazette prior to that date to share the library vision with the community.

H. Library Board Committee Reports

1. Finance Committee – Dennis McMenimen, committee chair

a. Library budget presentation to the Council

The library budget presentation to the council is scheduled for December 20, 2007, at 4:30 pm.

2. Building Committee – Doug Elliott, committee chair

a. Building program – Downtown and West Side

George Lawson Library Planning

Lawson fielded questions and discussed the draft of the building program for the Downtown and West Side libraries. The document, developed with input from library staff, addresses issues identified in the earlier needs assessment studies begun in 2005 and completed in 2006 and describes the operational and service specifications preliminary to an architectural design phase.

Lawson recommends a west side branch library of 24,000 square feet with room for expansion and says that the current 85,000 square feet is sufficient for the Downtown library through 2030. Both plans are laid out for maximum staff efficiency. Lawson emphasized the building program is “site neutral,” leaving options open for service to Cedar Rapids’ west side while allowing planning to proceed. Changes and additions as recommended by the Board will be incorporated, and Lawson will return in January 2008 with the final version.

b. Timeline

Lawson’s timeline is based on the presumption of a November 2009 referendum on a levy increase and/or a capital campaign. Architectural planning funds are requested in the FY09 CIP budget.

Critical tasks ahead are to secure funding and to create a vision that animates the conversation and builds support with both the City and the community. The discussion will continue in January with the intention to form a steering committee to guide the process.

c. Geothermal study – building committee meeting notes

Elliott reported the committee has accepted the conclusions from Durrant and that the use of geothermal technology will be considered as a component of the building program. \$615,000 of funds earmarked for the project has been moved to the FY2011 budget year, retaining \$35,000 for a test well in FY2010.

3. Policy and Personnel committee – Susan McDermott, committee chair

a. E-mail from Dr. Lydia Hartunian, Kirkwood Community College

Library board members have recently received correspondence from Hartunian and others either objecting to or supporting the genre classifications of “Religious Fiction” and “Religious” music. In 2005, Hartunian objected to the “Inspirational” classification for books and the “Christian” classification for music that were in

use at the time, prompting the Board to change both genre categories to “Religious” as a more inclusive term. Barkema outlined the decision-making process undertaken by library staff, the policy and personnel committee, and Board at that time.

After discussion, the Board decided to refer the issue to the policy and personnel committee for further study and a recommendation. The committee will meet to study the issue on December 13th at 4:15 pm.

In a related vein, Barkema drew attention to the library’s grant request to ALA for the *Let’s Talk About It: Jewish Literature* series planned for 2008.

I. Director’s Report – Lori Barkema

1. Action item

a. Strategic plan

Barkema and Lock met with Regenia Bailey to review the next steps in this process, and the board vision, values and goals statements are included in the board packet. Action was deferred to January 2008.

2. Informational Items

a. Westdale Open House – December 6, 2007

The city scheduled a Westdale Open House for December 6, 2007, concurrent with the board meeting. The library worked with the city to prepare an information board and, represented by Christina Riedel, will be part of the presentation to the community.

b. HVAC update

Jeff Krohn and Barkema met with the team of contractors that will carry out the heat pump replacement project which began this week. The project will likely continue into April 2008.

Contractors will work in assigned zones, so that all areas of the library are not under construction simultaneously. The Ghosh Technology Learning Center is the first area undertaken (December 3rd – 17th), then Beems Auditorium (December 17th – January 8th) and then the 2nd floor ISAIC area. The new air conditioning unit for the computer room will also be installed during this time. The plan is to complete the upper floor and then move back to the main floor.

There is a commitment to make this project run as smoothly as possible with the least disruption to services provided to the public. Though difficult at times, the end result will create a more comfortable environment for the public and the staff.

Krohn will provide weekly updates to the staff and building committee.

J. Old Business

None

K. New Business

None

L. Adjournment