

**Cedar Rapids Public Library  
Board of Trustees  
Meeting Minutes  
May 7, 2009**

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

**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); Rochelle Holcomb and Greer Fry (Friends); Chris Schuety (Foundation); two members of the public.

**A. Consent Agenda**

**1. Library Board meeting minutes**

April 2, 2009

**2. Financial Report**

March 31, 2009

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

**B. Public Comments/Communications**

**C. Announcements**

Livengood and Corrigan spoke to the DAR. Attendees indicated interest in how much library material was saved and were pleased to hear that library staff looks through Friends donations. Corrigan thanked Rochelle Holcomb for serving as Friends Board President for 4 years and Chris Schuety for serving on the Foundation Board for 6 years. Each was honored with a book donated to the library and plated in their honor.

**D. Operational Report –March**

Circulation is the best since the flood. Many other March statistics are up also. The collection size rose from 32,000 books to 73,000 items, but since the circulation is up the shelves still look sparse. Adequate growth room is a necessity. Collection size will be added to the operational report.

**E. Friends of the Library Report – Rochelle Holcomb**

Greer Fry is the new Friends president. The media sale will be May 8 and 9. Library staff comes each Wednesday afternoon to look at donations at the sorting center for possible inclusion in the collection.

**F. Foundation Report – Marie DeVries**

The Foundation has been working on their strategic plan. Foundation members are waiting for further information and then they will be ready to speak to groups. Rockwell Collins donated \$15,000 that will be used to help underwrite the library leases. The Foundation is applying for additional grants from them. Recent fundraising by Mt. Mercy students and employees at the Blairs Ferry Hy-Vee Drugstore were community group efforts, initiated and run by them.

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

**a. Nominating Committee and Updated Committee Listing (information)**

Included in the packet.

**H. Library Board Committee Reports**

**1. Finance Committee – Dennis McMenimen, committee chair**

**a. Budget Update (information)**

No new information was presented.

**b. County Funding**

Casey Drew is working with the Committee on strategies for the county contract.

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

**a. Downtown Branch Progress (information)**

Green finished the database cleanup project, allowing new materials to be added to the downtown location. Krohn reported that remodeling is on course.

**b. Presentation to Council (information)**

Council has submitted a request to FEMA for relocation.

**c. Main Facility (information)**

The library has received a targeted appropriation of \$5 million in the IJOBS program. An application must be made for this earmarked amount, and is due by September 1. Guidelines are not yet available.

The library will participate in the city's facility planning process; the first Open House will be held in June. If the library must move more quickly than this process will allow, it is understood that we may proceed on our own with a parallel process. There is interest in holding open houses at Westdale.

**d. Public hearing on proposed Letters of Intent and License Agreement for spaces 1380, 1385, 1390, and 1165 to serve as Library Technology Center, ISAIC, offices and workrooms for the Bridge Library Facility at Westdale Mall**

The Foundation has agreed to fund costs for these spaces beyond the budgeted amount for leases for FY 2010. The spaces will provide an additional 3000 square feet of space at an additional cost of \$44,000. The cost is \$7/square foot for FY10 and \$8/square foot in FY11. *Recommendation for approval for Corrigan to sign the leases came from the committee. The motion carried unanimously.*

**3. Ad Hoc Director Search Committee – Susan McDermott, Chair**

**a. Director Search Update (information)**

There are 32 qualified applicants. Phone interviews and reference checking are now being conducted. The Trustees will have a diverse group with strong skills when they interview candidates on June 14, 15, and 16.

**I. Director's Report – Interim Director Tam Glise**

**1. Action Items**

**a. SaaS Contract**

The boards of Hiawatha and Marion have passed statements of support. Rayborn also reported that additional contacts with other libraries yielded positive responses on the service provided. Because we are still on Unicorn 3.1, the conversion time will be short. We will update to the next version about a month later. Rayborn recommended a 7 year contract since it will guarantee an annual ceiling increase of 3%. The conversion will be done after summer reading is over.

*Elliott moved to approve the SaaS contract for 7 years. Pelletier seconded. The motion was approved unanimously.*

**2. Informational Items**

**a. Accreditation and Enrich Iowa Funding**

The Library has been approved at the highest level.

**b. News spots with Robin Kash**

**c. Citywide Information Project**

**d. Summer Programming at Bruce more and Bever Park**

**e. Linn County Library Consortium Spring Workshop**

**f. Police Substation and Donated Materials**

**g. Tam on vacation week of May 17-23**

**h. This Month's Article: How the E-book Will Change the Way We Read & Write**

The Library has 7 free Playaways and will be getting more. Downloadable has been successful and we can now use iPods. Staff will add information about this in Constant Comment. The Library responds to patron demand and looks at monthly reports to evaluate need for new formats. Because so much is available online, the reference collection will be reduced considerably.

**i. Conflict of Interest Forms**

Board members were asked to sign and turn these in.

**j. Zerzanek Collection**

Art Technologies in Detroit will soon ship the Zerzanek Collection back. Tam hopes to have a contract with the Cedar Rapids Museum of Art at the next meeting for storage of the artwork. The related books will be housed in the library offices at Westdale. Hawkeye will store the books, the Land Wave and the Fire and Ice sculpture.

**J. Old Business**

Livengood brought copies of the TCR update to distribute.

**K. New Business**

**L. Adjournment**