

Meeting Minutes
Cedar Rapids Public Library
Board of Trustees
Jan. 5, 2017

Board members in attendance: [President] Harriet Kalinsky, [Vice President] Matthew Wilding, Jade Hart, Susie McDermott, Hilery Livengood (via phone), Mary Sharp, Clint Twedt-Ball

Board members unable to attend: Randy Ramlo, Joe Lock

Staff in attendance: [Library Director] Dara Schmidt, Kevin Delecki, Amber Mussman, Will O'Hearn, Mary Beth McGuire, Heidi Hartke, Jessica Musil

Others: Charity Tyler, Executive Director of the CPRL Foundation; Amy Becker, Family Connections Library

- A. Call to Order
 - Ms. Kalinsky called the meeting to order at 4 pm.
- B. Consent Agenda – **Action**
 - Minutes: Dec. 1, 2016

Ms. Hart motioned to approve the consent agenda. Ms. McDermott seconded. The motion carried with unanimous approval.

Mr. Twedt-Ball joined the meeting at 4:02 pm.

- C. Public Comments and Communications
 - There being none, the meeting continued.
- D. Foundation Report – Charity Tyler
 - Ms. Tyler shared the year-end appeal results. The Foundation exceeded its second quarter donor contribution goals.
 - Ms. Tyler is busy preparing for a private 120th Birthday Celebration hosted by the Foundation in conjunction with a community celebration on Jan. 13 and 14 respectively.
- E. Friends of the Library Report – Cindy Monroe
 - Neither Ms. Monroe nor a Friends representative was able to attend.
- F. Service Spotlight: ADA & Two-Way Conversion – Jessica Musil
 - The City of Cedar Rapids recently settled with the Department of Justice for ADA compliance. In July, the Libraries were reviewed as a part of this settlement. Ms. Musil shared that the public spaces of the libraries will undergo corrections in the coming year alongside other City buildings. The project must be completed by Sept. 1, 2018.
 - In addition, 4th and 5th avenues and 5th Street surrounding the downtown library will be under construction as the one-way zones around the railroad tracks are converted to two-way streets. At this time, construction is slated to begin in August 2017.
 - As timelines develop for both projects, the Library will inform patrons and key stakeholders.
- G. Library Board Committee Reports
 - Finance Committee – Randy Ramlo, Committee Chair
 - There being no discussion or action items, the meeting continued.
 - Personnel and Policy Committee – Hilery Livengood, Committee Chair
 - There being no discussion or action items, the meeting continued.
 - Advocacy Committee – Jade Hart, Committee Chair
 - There is nothing to report at the time. The committee plans to meet in February.
- H. Library Director's Report
 - Introducing Will O'Hearn, Branch Supervisor Downtown.

- Mr. O’Hearn joined the Library on Jan. 3. He was previously Manager of Adult Services within the Pikes Peak Library District in Colorado Springs, CO. He brings over 15 years of library experience.
 - The Library celebrated Noon Year’s Eve on Saturday, Dec. 31 with over 1,800 guests, a dramatic increase from 800 in the previous year. The planning team will evaluate this year’s event to improve the experience for all including, but not limited to, expanding the balloon drop zone.
 - The Library will kick off a new advocacy campaign at the public 120th Birthday Celebration on Saturday, Jan. 14. Take on Literacy will challenge local businesses and organizations to incorporate literacy in the workplace; examples include providing reading materials in the breakroom, starting a company book club, and hosting a library card sign up. The yearlong campaign will help educate adults on the importance of literacy at any age. Ms. Schmidt showed a video on the library’s role during the Flood of 2016. This video will be premiered at the community birthday celebration followed by a call to action for the new literacy campaign. The Advocacy Committee will assist in the campaign’s work.
- I. Old Business
- There being none, the meeting continued.
- J. New Business
- **Action:** Café Agreement Renewal.
 - SWRV LLC, doing business as Greyhound Café, requested to renew the initial two-year term of their agreement that started Jan. 3, 2015 and ended Jan. 4, 2017. The agreement states that a renewal will be enacted for another year. Ms. Schmidt asked that the board formally accept the renewal request with the additional one-year term ending on Jan. 6, 2018.
- The motion to accept the renewal of the Concession Agreement between SWRV LLC and the Cedar Rapids Public Library for one year carried with unanimous approval.*
- K. Adjournment
- There being no further business, the meeting adjourned at 4:58 pm

The next Board of Trustees meeting will be held on Thursday, Feb. 2, 2017, at 4 pm in the Conference Room at the Downtown Library.