

Meeting Minutes
Cedar Rapids Public Library
Board of Trustees
March 3, 2022

Board members in attendance: [President] Jade Hart (in person); [Vice President] Clint Twedt-Ball, Susie McDermott, Matt Wilding, Monica Challenger, Jeremy Elges, and Rafael Jacobo (all via Zoom)

Unable to attend: Mary Sharp, Hassan Selim

Staff in attendance: Amber McNamara and Jessica Musil (in person); Patrick Duggan, Jessica Link, and Todd Simonson (all via Zoom)

Others: Charity Tyler, Executive Director, Cedar Rapids Public Library Foundation; Libby Slappey, President, Friends of the Cedar Rapids Public Library (via Zoom)

- A. Call to Order
 - Ms. Hart called the meeting to order at 4:01 pm.
- B. Consent Agenda – **Action**
 - Minutes: February 3, 2022
 - Special Event Application

Ms. McDermott motioned to accept the consent agenda. Mr. Wilding seconded. The motion carried with unanimous approval.
- C. Public Comments and Communications
 - There being none, the meeting continued
- D. Foundation Report – Charity Tyler
 - The Foundation is wrapped up the annual Stay at Home and Read a Book Ball and will now move toward planning the Literary Vines event and a Love for Reading campaign, which benefits Dolly Parton’s Imagination Library (DPIL).
 - The Foundation and Friends joint newsletter – Focus – will be out by the end of the month.
 - In addition, Ms. Tyler is working on west side library project initiatives and applying for several grants. The Foundation has received several grants for DPIL and the mobile technology lab.
- E. Friends of the Library Report – Libby Slappey
 - The Friends is a seller on Amazon. A group of dedicated volunteers list appropriate donated books that may bring in a high profit including first editions, specialty, and/or signed books. This on-going monthly sales service has been good for the Friends.
 - Volunteers are continuing to clean out the Cherry Building so Friends can downsize their rental space. Ms. Slappey feels good about their progress.

Mr. Twedt-Ball joined the meeting at 4:11 pm.

- F. Library Board Committee Reports
 - Finance Committee – Monica Challenger
 - Ms. Challenger reviewed the January 2022 financials. This month, the Library has a large expense for Chromebook purchases, which will circulate to the public. This expense will be reimbursed by the Emergency Connectivity grant. The Library has also received reimbursements from the state Coronavirus Relief Fund.
 - Personnel and Policy Committee – Susie McDermott, Committee Chair
 - State Library of Iowa, Trustees Handbook Discussion: Chapter 8
 - This chapter highlights evaluating library services and advocacy for advancement.

- Ms. McDermott noted that a board evaluation is not currently done and she is not aware of this being done in the past. The committee wanted trustees' opinions regarding an evaluation. The general consensus is that an evaluation would be a worthwhile opportunity. Mr. Jacobo noted it may be used to identify various strengths and opportunities for individual trustees to better understand values and where a person may best serve. Ms. McDermott will discuss an evaluation with the committee for future implementation.
 - Ms. Schmidt previously sent an email on a State Library of Iowa board training opportunity for Intellectual Freedom. All trustees are encouraged to join and can sign up for an optional 30-minute legislative update.
 - **Action:** Policy Review: 1.06 Statement of Ethics for Library Trustees
 - The committee did not make any edits for approval; instead, the committee would like to re-affirm the policy as written.

The policy, as presented in the packet, affirmation was approved unanimously.
 - Advocacy Committee – Mary Sharp, Committee Chair
 - Ms. McNamara reported. The Advocacy Committee met in February and discussed the proposed bills at the State Legislature, which has passed its first funnel. Ms. McNamara previously emailed information on how to advocate and support libraries with elected officials. In addition, the Iowa Library Association (ILA) is compiling bills into an easy to follow tracker. The advocacy email and bill tracker will be resent. The next funnel date is March 19. Libraries are watching one bill in particular: obscene materials in schools.
 - Westside Project Committee – Clint Twedt-Ball, Committee Chair
 - Mr. Twedt-Ball reported that there are no changes as we're still waiting to hear back from Linn County on APRA funding. He is hopeful for a response at the end of this month with more information to come next month.
- G. Library Director's Report
- Ms. McNamara reported for Ms. Schmidt. The City removed mask mandates for all City buildings on February 25. The Library switched out signs and updated the website to request masks. Staff are encouraged to keep their own safety in mind. In general, the mask change has been fine.
 - Trustees and key stakeholders have completed a majority of executive interviews over the last several months with community leaders. We received lots of great feedback and there were no major surprises. The feedback aligns with what we would expect to receive – several themes included being a community hub, a place for connection, and access, more than just materials. In the next few months, we will finalize our next strategic plan.
 - The Public Library Association (PLA) conference is in Portland, Oregon, later this month. We will send staff and anticipate we will report back to the board in the future. Kevin Delecki and Meredith Crawford will present on the Library's project to amplify incarcerated teen voices; and Sarah Voels will join panel on collection diversity audits as well as moderate a YA crossover author panel.
 - We have increased programming and over Spring Break, the Mobile Technology Van will be out. The programming team is preparing for many summer events in the community.
- H. Old Business
- There being no old business, the meeting continued.
- I. New Business
- There being no new business, the meeting continued.
- J. Adjournment
- There being no further business, the meeting adjourned at 4:32 pm

The next Board of Trustees meeting will be held on Thursday, April 7, 2022, at 4 pm in the Conference Room, Downtown Library