

**Meeting Minutes**  
**Cedar Rapids Public Library**  
**Board of Trustees**  
**April 28, 2021**

**Board members in attendance:** [President] Jade Hart, [Vice President] Clint Twedt-Ball, Monica Challenger, Mary Sharp, Susie McDermott, Matt Wilding, Randy Ramlo

**Absent:** Hassan Selim, Rafael Jacobo

**Staff in attendance:** [Library Director] Dara Schmidt, Patrick Duggan, Amber McNamara, Jessica Musil

A. Call to Order

- Ms. Hart called the meeting to order at 4:02 pm.
- This electronic meeting of the Library Board of Trustees is being held because meeting in person is impossible and impractical due to concerns for the health and safety for Library trustees, staff, and community members presented by COVID-19. An electronic meeting is allowed by Iowa Code Section 21.8 and Governor Reynolds proclamations of emergency disaster. All trustees and staff are joining from home. This meeting is also live on the Library's Facebook page.

B. **Action:** Resolution Consenting to Concession Agreement Assignment

- Matt Georges, owner of Greyhound Café, would like to transfer the agreement to Amanda Steines, owner of Roasters Coffeehouse. The concession agreement in Section 7.3 stipulates Mr. Georges right to do so.
- However, the board must vote to approve the transfer and allow Ms. Schmidt to sign a transfer of responsibilities between Ms. Steines and Mr. George. The transfer is only valid with the passed resolution and the signed transfer of responsibilities. Following the approval, library staff will start meeting with Ms. Steines to support the transfer.
- Ms. Sharp asked if café tables will return to the café seating area. Ms. Schmidt noted that this is part of the plan but she is unsure as to when it will occur. This is a discussion question for the transition.
- Mr. Ramlo wished to clarify if the contract remains as is or was renegotiated. The contract will remain as is – we are swapping responsibility to Ms. Steines and Roasters Coffeehouse. The contract was renewed for 2020 with the initial two year term ending December 2022. The contract then stipulates that the owner may ask for renewals each year through December 2025, which is the end date of this contract.
- Mr. Wilding asked if Ms. Steines will retain the NewBo location. At this time, Ms. Schmidt believes that this is the case. She knows that Ms. Steines hopes to grow catering and her menu, and is excited for the possibilities that the library space offers.
- Ms. Schmidt feels good about the partnership – Ms. Steines operates a known and successful business in our community.

*Mr. Wilding motioned to accept the resolution consenting to the reassignment of the concession agreement, contingent on the parties' signatures on the transfer of responsibilities. Ms. Challenger seconded. The motion carried with unanimous approval.*

- Ms. Schmidt will share an update at the May meeting about the proposed timeline and transition plans.

C. Adjournment

- There being no further business, the meeting adjourned at 4:08 pm

**The next Board of Trustees meeting will be held on Thursday, May 6, 2021, at 4 pm, via Zoom.**