

**Meeting Minutes**  
**Cedar Rapids Public Library**  
**Board of Trustees**  
**April 6, 2017**

**Board members in attendance:** [President] Harriet Kalinsky, Mary Sharp, Clint Twedt-Ball, Susie McDermott, Jade Hart

**Board members unable to attend:** Hilery Livengood, Randy Ramlo, Joe Lock, [Vice President] Matthew Wilding

**Staff in attendance:** [Library Director] Dara Schmidt, Amber Mussman, Kevin Delecki, Lisa Miles, Jessica Link, Jessica Musil

**Others:** Charity Tyler, Executive Director of the CPRL Foundation; Amy Becker, Family Connections Library; Susy Jones, Sandy Steckler, Jeri Vincent, and Vicki Brubaker, volunteers.

- A. Call to Order
  - Ms. Kalinsky called the meeting to order at 4:04 pm.
- B. Public Comments and Communications
  - There being none, the meeting continued.
- C. **Action:** Resolution in thanks of Summer Dare Everywhere Volunteers
  - The Library recognized and thanked Susy Jones, Sandy Steckler, Jeri Vincent and Vicki Brubaker. The volunteers helped provide access to children at the YMCA camps in June and July 2016, as a part of a new Summer Dare Everywhere Initiative. Each week, the volunteers would bring books and library materials to the kids. The volunteers were each presented with a certificate.

Ms. Sharp joined the meeting at 4:06 pm.

*Ms. McDermott motioned to approve the resolution in thanks of the Summer Dare Everywhere volunteers. Ms. Sharp seconded. The motion carried with unanimous approval.*

- D. Consent Agenda – **Action**
  - Minutes: March 2, 2017
  - Special Event Applications (2)

*The motion to accept the consent agenda carried with unanimous approval.*
- E. Foundation Report – Charity Tyler
  - Ms. Schmidt reported for Ms. Tyler who is currently traveling.
  - At the April 11 Foundation Board meeting, Library leadership will present FY2018 library support requests. The Library is asking for several larger projects:
    - Dolly Parton’s Imagination Library, which will give children in the community an age-appropriate book from birth to age 5 every month.
    - Newspaper Digitization Project, in partnership with Advantage Companies, the State Historical Society and *The Gazette*, will give patrons digital access to *The Gazette* and other newspapers from around Iowa including newspapers held by The State Historical Society.
    - Other requests include a continuation of the Summer Dare support, continued support for the Lynda.com and RefUSA databases, and expanding Library Everywhere, which takes the library outside our physical doors with strategic partnerships. For example, Library computers may be available at the Willis Dady Emergency Shelter.

- F. Friends of the Library Report – Cindy Monroe
- Ms. Schmidt reported for Ms. Monroe. The Friends supported the One2Read kickoff performance with Eric Litwin, the original author of *Pete the Cat*. All area second graders received *Pete the Cat and his Four Groovy Buttons*. Over 600 attended the performances at the downtown library. Mr. Litwin also visited other local schools and libraries.
  - The success of the program has spurred discussion at the Iowa Campaign for Grade-Level Reading. The local campaign for grade-level reading hopes to implement a similar program across the state.
- G. Service Spotlight: IMLS National Medal – Amber Mussman
- The Library was selected as an IMLS National Medal Finalist in March. One aspect of being a finalist includes sharing our story with our community and the nation. Our Library will be highlighted on IMLS' social media pages on April 28. In anticipation of the day, we will share different advertising pieces to encourage people to share their story with IMLS, including digital signs, yard signs, coffee stickers, bookmarks and more.
  - Next week is National Library Week; the theme is Libraries Transform. We will have displays highlighting stories at both locations. In addition, our CR Community Coloring Book will be released.
- H. Library Board Committee Reports
- Finance Committee – Randy Ramlo, Committee Chair
    - Ms. Schmidt reported for Mr. Ramlo. The finances are normal as the fiscal year comes to a close.
  - Personnel and Policy Committee – Hilery Livengood, Committee Chair
    - At this time, there is nothing to report.
  - Advocacy Committee – Jade Hart, Committee Chair
    - Ms. Hart reminded everyone to continue encouraging businesses, organizations and groups to participate in the Take on Literacy campaign.
- I. Library Director's Report
- The Library is looking at the re-design of the former ISAIC space in the Ladd Library warehouse for a Center for Working Families. No definitive plans have been made but initial discussions have started with the City of Cedar Rapids Facilities Maintenance team. We are awaiting recommendations and estimates. Work will be completed in two phases including adding a staff restroom and a larger breakroom using old ISAIC closeout funds designated for Ladd Library, and finally, phase two that would create the partner space.
  - The City recently held an open house on upcoming street improvement projects. The two-way conversions were highlighted. The crosswalk between the Library's 4<sup>th</sup> Avenue entrance and Greene Square is officially in the plans. It is anticipated that the railroad crossing work will start in August 2017 with the remaining work to start in Spring 2018.
  - The Library is next on the ADA list. Consultants will review the buildings again before making change recommendations to the contractor. A timeline for completion is yet unknown except that work will conclude by Sept. 1, 2018 per the Department of Justice settlement.
  - Ms. Schmidt continues to work on the City's Sustainability Committee. At the May meeting, the trustees will learn more about the committee's goals and how the Library fits into STAR certification.
  - Ms. Schmidt reports that she is still processing a lot of great information from the Public Library Association Leadership Academy she attended in March. She also made great connections including two other libraries currently working on similar Center for Working Families projects.
- J. Old Business
- There being none, the meeting continued.

K. New Business

- There being none, the meeting continued.

L. Adjournment

- There being no further business, the meeting adjourned at 5:08 pm

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