

Meeting Minutes
Cedar Rapids Public Library
Board of Trustees
August 3, 2017

Board members in attendance: [President] Harriet Kalinsky, Mary Sharp, Susie McDermott, Jade Hart, Hassan Selim, [Vice President] Matthew Wilding, Clint Twedt-Ball

Board members unable to attend: Randy Ramlo, Hilery Livengood

Staff in attendance: [Library Director] Dara Schmidt, Amber Mussman, Lisa Miles, Jessica Link, Jessica Musil, Patrick Duggan, Hollie Trenary, Erin Horst, Molly Garrett, Heidi Hartke

Others: Charity Tyler, Executive Director of the CPRL Foundation; Crystal Hall, Young Parents Network

- A. Call to Order
 - Ms. Kalinsky called the meeting to order at 4:02 pm.
- B. Consent Agenda – Action
 - Minutes: July 6, 2017
 - Special Event Applications (2)

Ms. Sharp motioned to accept the consent agenda. Ms. Hart seconded. The motion carried with unanimous approval.
- C. Public Comments and Communications
 - There being none, the meeting continued.

Mr. Twedt-Ball arrived at 4:05 pm.

- D. **Action:** Resolution in thanks of Crystal Hall and Young Parents Network
Mr. Wilding motioned to accept the resolution of thanks. Mr. Selim seconded. The motion carried with unanimous approval.
The Library recognized and thanked Crystal Hall and the Young Parents Network (YPN) for their dedication to the Ready to Read program. YPN helped the library reach 263 parents and 262 children build upon beginning literacy skills.
- E. Foundation Report – Charity Tyler
 - Ms. Tyler shared the FY18 strategic fundraising opportunities document with the board. She highlighted the new virtual reality programs for Teen Engagement and the Dolly Parton Imagination Library.
- F. Friends of the Library Report – Libby Slappey
 - Ms. Schmidt reported for Ms. Slappey. The Friends have provided huge support again this year for the Summer Reading program with free book coupons. The number of returned coupons are not yet known.
- G. Service Spotlight: Summer Dare – Molly Garrett
 - The 2017 summer reading concluded. As of noon today, summer reading minutes totaled 1,286,295 minutes read. In addition, through a partnership with Kids on Course, which targeted six sites and 760 kids in grades 1-4, the participating kids have read 1,457,460 minutes on their own. This more than doubles the overall minutes read across the community.
 - The Library held 238 programs at the library locations and 10 off-site locations, reaching over 17,000 participants. The programs were conducted with Library programming staff, two seasons and five summer VISTAs.
 - This year, we tried to engage teens in a new way with weeklong themed camps. Downtown hosted Game Generation in partnership with United Way. Kids played different games, learned game theory, and created their own games. At Ladd, Digital

Directions taught kids how to use Photoshop, 3D print, video and film editing plus a deconstruction project. Kids took apart broken items, such as radios, to explore how they are constructed. The hope is to expand the camps in future years.

H. Library Board Committee Reports

- Finance Committee – Randy Ramlo, Committee Chair
 - The committee did not meet in June. City Finance has not yet released final figures for June.
- Personnel and Policy Committee – Hilery Livengood, Committee Chair
 - There is nothing to report.
- Advocacy Committee – Jade Hart, Committee Chair
 - The committee will meet in August.

I. Library Director's Report

- Presentation of National Medal from the Institute of Museum and Library Services
 - Ms. Schmidt presented the National Medal for Museum and Library Service; it will be mounted in the downtown library. Ms. Schmidt and Ms. Kalinsky shared stories about the medal presentation held on July 17 in Washington DC.
- Several staff members have been selected to present at two library conferences: Iowa Library Association in Coralville in October, and Public Library Association in Philadelphia in March 2018.
- Ms. Trenary and Ms. Horst are in the process of removing the Mediaboxes from both libraries. The units have been down more than 50% of the time and a cause of major patron frustration. Ms. Horst and her team are investigating how to absorb items back into the collection using the disc dispensers.
- Ms. Schmidt is starting the FY19 budgeting process this fall.
- Sixty-one partners have signed up for the Take on Literacy program. The Library will send personal invitations to target more participants and continue advocating for the program.

J. Old Business

- **Action:** Resolution approving and authorizing execution of Amendment No. 1 to Williams Square Shopping Center Cedar Rapids, Iowa Lease Agreement
Mr. Wilding motioned to accept the motion to approve and execute Amendment No. 1 to the Williams Square Shopping Center lease agreement. Ms. McDermott seconded. The motion carried with unanimous approval.

K. New Business

- There being none, the meeting continued.

L. Adjournment

- There being no further business, the meeting adjourned at 4:56 pm

The next Board of Trustees meeting will be held on Thursday, Sept. 7, 2017, at 4 pm in the Community Room at the Ladd Library.