



BOARD OF TRUSTEES

AGENDA

Minutes of the Regular Meeting

FINAL APPROVED

April 22, 2010

Thomas Dean, President

Thomas Martin, Vice-President

Michael Cohen

Mark Edwards

John Kenyon

Linzee McCray

Mary New

Meredith Rich-Chappell

Leon Spies

Members Present: Michael Cohen, Tom Dean, John Kenyon, Tom Martin, Mary New, Meredith Rich-Chappell, Leon Spies

Members Absent: Mark Edwards, Linzee McCray

Staff Present: Barb Black, Maeve Clark, Susan Craig, Debb Green, Kara Logsdon, Patty McCarthy, Elyse Miller, Hal Penick

Guests Present: Jen Jordan, Molly Donelan, Lyn Hafner.

Recommendations to Council: None.

Call Meeting to Order.

President Dean called the meeting to order at 5:05 pm.

Clark introduced Molly Donelan, grant administrator for the ICMA Public Library Innovation Grant who was here on a site visit. All of the ECO Iowa City initiatives are a result of this grant. Clark also introduced Jen Jordan, Recycling Coordinator for the City of Iowa City who manages the grant with Clark.

Meredith Rich-Chappell joined the meeting at 5:07 pm. Clark left the meeting at 5:07 pm.

Public Discussion. None.

Approval of Minutes.

The Minutes of the Regular Meeting of March 18, 2010 were reviewed. A motion to approve the minutes was made by New and seconded by Kenyon. Motion carried 7/0.

Unfinished Business. None.

New Business.

Iowa City UNESCO City of Literature. Craig introduced Jeanette Pilak, the new Executive Director of the Iowa City UNESCO City of Literature (COL) to the Board. Pilak described some of the work that the COL has begun. The inaugural session of an ongoing program in which University of Iowa football players visit elementary schools to read with students and serve as role models began at the Twain School that day.

The COL will celebrate St. George's Day in the world-wide celebration of World Book and Copyright Day to promote reading, publishing and the protection of intellectual property through copyright. In Iowa City, the day will be celebrated at several book stores where anyone purchasing a book will receive a rose.

Library Board Policy 806: Policy on Meeting Room and Lobby Use.

This is a regularly scheduled policy review. New asked for clarification of 806.7. Craig stated that the Library had 1,800 non-library meetings in nine months, which is rather incredible. Logsden mentioned that on one particular day there were 27 meetings, including time for our Maintenance staff to rearrange room configurations, etc. Craig noted that most places charge for their meeting rooms and not only are ours free, they are up to date technologically, and attractive, so our policy discourages repeat bookings for standing meetings. A motion to approve the policy as revised by staff was made Kenyon and seconded by Martin. Motion carried 7/0.

Staff Reports.

Departmental Reports:

Children's Services. The Book House is quite a success and already a favorite in the Children's Room. New was pleased about the Father/Son library event.

Systems. New asked about the IUG conference. Penick said that networking with others was quite valuable in addition to all of the presentations at the conference.

Technical Services. Black reported that every collection has now been tagged. Now, staff are going to the shelves to tag items that may not have been available because they were checked out, etc. She believes that it has been a terrific process and staff have been very committed to the project. Martin mentioned that a Bettendorf Librarian spoke with him and the rest of the State Commission at their meeting about their (similar) tagging project. An hour-by hour work timeline has been created for the hours that the Library will be closed to change equipment, deactivate old tags, etc. There will be an additional self-check machine (four) when we open our doors again on May 14.

Logsden left the meeting at 5:35 pm.

Development Office Report. McCarthy thanked Black for identifying donations in her Board report and Green for the ultimate altered book, the Book House. There are more reservations for the Building the Collection fundraiser this year than last year at this time. The event takes place on Sunday, May 2, 2010. The Altered Books workshop has 14 registrants. McCarthy will be interviewed on a new television program called Corridor Hot Spots on Channel 2 at noon. A Library Aide, Leah Oren-Palmer has been hired.

Volunteer Recognition. The Library will recognize adult volunteers from 6:30 to 7:30 at an ice cream social event on April 28. A pizza party for the Children's Volunteer Recognition takes place the following day, Thursday, April 29 at 6:00 pm. Both events are in Meeting Room A.

Reader Report. No discussion.

Miscellaneous. No discussion.

President's Report.

Irving B. Weber Days takes place next month and the Library is involved in some of the events.

Next month the Library Board of Trustees will meet as Corporate Members of the Friends Foundation Board. Rich-Chappell and Martin will represent the Library Board of Trustees on the Friends Foundation Library Board.

Michael Cohen has resigned from the Library Board. Citizens may apply to fill the vacancy until May 5, 2010.

Announcements from Members.

Martin reported on the State Commission meeting that was held at the new Marshalltown Public Library. He commented on the more than doubling of patrons with the doubling of the size of the library. There was discussion about the restructuring of the seven Local Service Areas (LSAs) that came up in the recent legislative session. An eleven member Committee is being formed to create a plan to meet the Legislature's requirements. The Commission discussed the reduction of Enrich Iowa by \$500,000. The cuts will be spread across three programs.

Spies left the meeting at 5:55 pm. Cohen left the meeting at 5:56 pm.

Committee Reports.

Foundation Members. Kenyon reported that the terms of three members will be completed this year.

Nominating Committee. Next month the Nominating Committee will present the following slate: Tom Martin, President, John Kenyon, Vice President, and Meredith Rich-Chappell will serve as Secretary for the Library Board of Trustees.

Communications. None.

Quarterly Financial Reports. No discussion.

Quarterly Use Reports.

Circulation is holding steady despite the weather keeping people away during the cold weather and the beautiful spring weather, giving them lots of options. Another factor that may impact statistics is that this may be the first year that there will be a drop in AV circulation. People have access to these materials in new ways, in their homes, via their computers, etc. Martin noted the 46% increase in downloads.

Circulation by Area and Agency and by Type and Format. No discussion.

Disbursements.

The Visa expenditures for March 2010 were reviewed. A motion to approve the disbursements for March 2010 was made by New and seconded by Rich-Chappell. Motion carried 5/0.

Set Agenda Order for May Meeting.

Meet as Corporate Board of Friends Foundation.
Draft of Strategic Plan.
Election of Officers.

Adjournment. A motion to adjourn the meeting was made by Kenyon and seconded by Martin. Motion carried 5/0. Dean closed the meeting at 6:04 pm.

Respectfully submitted,
Elyse Miller

Board or Commission: ICPL Board of Trustees
ATTENDANCE RECORD
CALENDAR YEAR 2010

Name	Term Exp	Meeting Date											
		1/28/10	2/25/10	3/18/10	4/22/10	5/27/10	6/24/10	7/22/10	8/26/10	9/23/10	10/28/10	11/18/10	12/16/10
Holly Carver	7/1/13	Not on Board				X	O/E	X	X	X	X	O/E	
Michael Cohen	7/01/13	X	O/E	X	X	Resigned from Board							
Thomas Dean	6/30/15	X	X	X	X	X	X	X	X	X	X	X	
Mark Edwards	6/30/15	X	X	X	O/E	X	O/E	X	X	X	X	X	
John Kenyon	7/01/13	X	X	X	X	X	X	X	X	O/E	X	X	
Tom Martin	6/30/11	X	X	X	X	X	X	X	X	X	X	X	
Linzee McCray	6/30/15	X	X	O/E	O/E	X	O/E	X	X	X	X	X	
Mary New	7/01/13	X	X	X	X	X	X	X	X	X	X	X	
Meredith Rich-Chappell	6/30/11	X	X	X	X	X	O/E	X	X	X	O/E	X	
Leon Spies	6/30/11	X	O/E	X	X	O/E	X	X	X	O/E	O/E	X	

KEY:
X = Present
O = Absent
O/E = Absent/Excused
NM = No meeting
Res = Resigned