



BOARD OF TRUSTEES
Minutes of the Regular Meeting
January 22, 2009

FINAL APPROVED

Members Present. Thomas Dean, Michael Cohen, John Kenyon, William Korf, Thomas Martin, Linzee McCray, Mary New, Meredith Rich-Chappell, Leon Spies

Members Absent: None

Staff Present: Barb Black, Terri Byers, Susan Craig, Debb Green, Heidi Lauritzen, Kara Logsdan, Patty McCarthy, Elyse Miller

Call Meeting to Order.

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

Guests Present: Jessica Schafer (Practicum student).

Public Discussion. None.

Approval of Minutes.

The Minutes of the Regular meeting of December 18, 2008 were reviewed. A minor typographical error was noted on page 3A-3. A motion to approve the minutes with the correction was made by Korf and seconded by Spies. The motion carried 9/0.

Unfinished Business.

Board Members received a copy of the budget memo from the Mayor dated 1/21/09 from the City Council packet.

FY10 Budget Discussion with City Council. City Council will meet with Boards and Commissions January 28, 2009. The Library Board of Trustees meeting is scheduled for 7:15 pm. Dean encourages all Board members to attend. The message that we wish to communicate to the Council is the value of the Library to our community and that the Library is an essential service. The Library is heavily used and usage continues to increase, especially in these difficult economic times. The Library works in partnership with other City departments well and often. The Library is an integral part of Iowa City's new designation as a City of Literature. The Library provides revenues to the City through parking and through rental income from the Library basement space, as well as library fines. The City Manager and the Finance Director are continuing to work on budget strategies. The budget problems will likely continue for the next few years and the Board will need to continue to prioritize its strategic plan. Spies discussed the revenue that the Library generates for the downtown area. Dean said that the Library is a destination library and that it is used by people from all over Iowa, including Cedar Rapidsians after the flood this summer. The Library is also a recruiting tool for people who consider moving to Iowa City.

The Library has already made cuts of \$83,000 to the budget it submitted to the City Manager. These cuts are not reflected in the budget that the City Council will be reviewing with the Library Board of Trustees at their meeting on January 28, 2009.

New Business.

FY09 Strategic Plan Report. Staff have completed the six-month report on the FY09 planning goals. Martin asked whether our Library had any Chinese materials, which we do. Martin also asked about offsite displays, which is currently under consideration. A point of need location, such as Mercy Hospital, is an example. Korf asked about studying the delivery of materials at offsite programs. This strategic plan runs through FY2012. Korf asked about the Carnegie Society. Staff explained that such a designation would identify and nurture giving, encourage planned giving, etc. from consistent donors.

Library Board Policy #704 Use of Library Cardholder File. This is a regularly scheduled policy review. No changes were suggested by staff.

Library Board Policy #802 Confidentiality. This is a regularly scheduled policy review. Dean suggested a couple of modifications to 802.3c to clarify who may review security camera recordings. Martin moved to approve Policy #802, Confidentiality, as revised by staff and modified by the Board. Cohen seconded the motion. Motion passed 9/0.

Board Sponsorships. Team sponsorships for Project Lincoln Log and Iowa City Spells are requested from Board gift funds. The sponsorship fees are \$300 for a Project Lincoln Log team and \$375 for Iowa City Spells. Spies offered an individual sponsorship for Project Lincoln Log. Kenyon moved that the Board sponsor a team for both events and New seconded. Motion carried 9/0.

Staff Reports.

Departmental Reports:

Adult Services. The penny press machine is a big success.

Circulation Services.

Information Services. The ICMA grant was submitted. We hope to hear by the end of February. The power walls are up and people like them.

Development Office. Donations to the Friends Foundation have not fallen off significantly thus far. We are actually experiencing some growth, receiving donations from new donors. The Lincoln Loot campaign has realized \$1,300 in pennies so far. We average about \$100 per week. New suggested keeping the penny collector all year round.

Reader Report. Cupcakes rock!

Miscellaneous. There were so many articles about the Library that we copied them double-sided.

President's Report.

Dean has been asked to read from his book on 2/21 at Hoover Museum at 2:00 pm. All are invited.

Announcements from Members.

McCray gathered on Inauguration Day in Meeting Room A with many people to watch the historic event. She thought it was great that the Library provided this opportunity for the community.

Committee Reports.

None.

Communications.

None.

Quarterly Financial Reports.

Second Quarter Receipts, Expenditures, and Gifts and Bequests were reviewed. Expenditures are at 48% and receipts are 52% six months into the fiscal year.

Quarterly Use Reports.

Six Month Output Measures, Circulation by Area and Agency and Circulation by Type and Format were reviewed. People into the building and circulation are up approximately six percent (6%). The large increase in reserves is the result of increasing the number of holds from three to five.

Disbursements.

The Visa expenditures for December 2008 were reviewed. A motion to approve the disbursements for December 2008 was made by Cohen and seconded by Rich-Chappell. The motion carried 9/0.

Set Agenda Order for February Meeting.

Presentation of Encore application

Library Hours

Policy 803: Bulletin Board

Policy 804: Public Pamphlet Distribution

Policy 805: Displays

Adjournment.

A motion to adjourn the meeting was made by Spies and seconded by Kenyon. The motion carried 9/0. Dean declared the meeting adjourned at 6:28 pm.

Respectfully submitted,
Elyse Miller

Board or Commission: ICPL Board of Trustees
ATTENDANCE RECORD
CALENDAR YEAR 2009

Name	Term Exp	Meeting Date											
		1/22/09	2/26/09	3/26/09	4/23/09	5/28/09	6/25/09	7/23/09	8/27/09	9/24/09	10/22/09	11/19/09	12/17/09
Michael Cohen	7/01/13	X	O/E										
Thomas Dean	7/01/09	X	X										
John Kenyon	7/01/13	X	X										
Bill Korf	7/01/09	X	O										
Tom Martin	6/30/11	X	X										
Linzee McCray	7/01/09	X	X										
Mary New	7/01/13	X	X										
Meredith Rich-Chappel	6/30/11	X	O/E										
Leon Spies	6/30/11	X	O/E										

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