



BOARD OF TRUSTEES
Minutes of the Regular Meeting
June 25, 2009

FINAL APPROVED

Thomas Dean, President
Thomas Martin, Vice-President
Michael Cohen
John Kenyon
William Korf
Linzee McCray
Mary New
Meredith Rich-Chappell
Leon Spies, Secretary

Members Present: Michael Cohen, Tom Dean, Bill Korf, Tom Martin, Linzee McCray, Mary New, Meredith Rich-Chappell, Leon Spies

Members Absent: John Kenyon

Staff Present: Barb Black (in at 5:11 pm), Maeve Clark, Susan Craig, Debb Green, Melina Lagios, Heidi Lauritzen, Kara Logsdon, Elyse Miller

Guests Present:
None.

Call Meeting to Order.
President Dean called the meeting to order at 5:02 pm.

Public Discussion.
None.

Approval of Minutes.
The Minutes of the Regular Meeting of May 28, 2009 were reviewed. A motion to approve the minutes was made by New and seconded by McCray. The motion carried 8/0.

Unfinished Business.
FY10/FY11 Budget Reductions/Budget Priorities. FY10 cuts are being implemented. The original \$45,000 cut to the Library was reduced by the amount of the materials cut which will now not take place until FY11. Official action on the budget will not occur until August when the City approves a budget amendment. Dean said he saw a piece in the Press-Citizen today indicating that Mayor Bailey is recommending that Council's salaries be frozen next year. A key part of the City's budget discussion is whether or not to impose the franchise fee, if so at what level, and if so, what will the money be used for. Council informally agreed to use of the franchise fee at the level required to fund the operations of the new fire station.

Dean distributed a current version of the General Principles for Iowa City Public Library Budgeting document. McCray wondered why the "access to a quality collection" was in bold. Dean said it was intended as the general principle for budgeting and the rest follows from that. Board members discussed the value and necessity of having general principles for budgeting. Spies was interested in seeing what other organizations do with respect to budget planning documents. Craig said that in July the Board will

receive strategic planning documents for FY10 and the new planning process that will begin in the fall for FY11. It was thought that this document would be helpful during budget development and budget discussions and this could be incorporated into the planning process. Craig will investigate what other organizations or libraries do. This will be revisited next month.

New Business.

Evaluation of Director. The Board will conduct the Director's evaluation in closed session and report when the open meeting resumes. The meeting was closed at 5:38 pm. The meeting reopened at 5:50 pm. A motion to approve Susan Craig's suggested salary increase of 3.1% was made by Korf and seconded by Martin. Motion carried 8/0.

Board Annual Report. It was suggested that the Board goals for the year be included quarterly in the Board packet. Dean proposed adding a goal about advocacy to FY10. Craig suggested support for community initiatives such as the City of Literature and Big Reads. Craig said that the first organizational meeting of the City of Literature 501(c) 3 is next Tuesday. Craig expects to serve on the Executive Committee of that organization. There are many ways in which the Library can be involved. Craig has offered space in the Library to the Committee for their staff person. Cohen suggested maintaining and enhancing access to a high quality collection as identified in the budgeting principles document. A permanent collection box to raise money was suggested by New. Any thoughts can be sent to Craig and Dean to be included in the Board goals document. Staff will draft the report after discussion and Craig will bring it to the next meeting. The Board will approve these goals in July.

Library Access for Registered Sex Offenders Convicted of Sex Offenses Against Minors.

The sex offender law in Iowa underwent major revisions which become effective July 1, 2009. Public libraries are considered exclusionary zones and permission to enter must now be obtained by sex offenders who have been convicted of a sex offense against a minor to use the library.

Craig consulted with other Iowa libraries to see how they were implementing this. One library will give permission to anyone who requests access to the library; another will not provide any library services to these offenders. After consulting with Eric Goers from the City Attorney's office, staff recommended a middle ground in which access to the library building will be denied but the Library will provide a certain level of service to persons with this status. He also recommended posting photographs of these offenders so that staff know who they are. The Library expects to do this through its intranet. The state of Iowa's sex offender registry is not currently sortable by this specific offense. When it is functioning properly, Library staff will be able to identify these specific offenders.

The process that staff recommend states that offenders will be issued a library card and someone else that they identify can use the card on their behalf. McCray wondered how someone else could checkout materials for another person. Craig explained that it is current policy. We checkout materials to people who use someone else's card with permission all the time (an example is picking up a HOLD book for a family member by presenting their card at checkout). Also, the Library's At Home service will be available to these persons. Protecting children is one of the library's priorities, so it was decided that these offenders could not come into the library. McCray wondered if they would be able to attend a meeting in a meeting room. Dean believes that it would be difficult to make exceptions and the policy would have to be very complicated to account for every situation and would require too much Library involvement.

New wondered what the Library's obligation is in identifying offenders. The attorney has stated library staff are not obligated to scrutinize every library user. McCray asked how long someone stays on the sex offender registry. Spies said it can be ten years, it can be forever. Each state has different laws. If a person is on a registry in one state, they may have to register when they move to another state. Library staff will not check every person who applies for a library card against the sex offender registry. We do, however, have an increased obligation under this law for our employees and volunteers, and contract workers, and do check the registry for them, but not for each person who applies for a library card.

Martin asked if we do not check people when they get a new card, what occasion would arise when we would not give them permission to be in the building. The answer is when they ask.

Under this law it is the responsibility of the offenders to know that it is their obligation to not come to the library. Rich-Chappell said that ignorance is no defense against complying with this law. Spies objects to the blanket exclusion of everybody and feels it is extremely harsh and overly broad. New asked how Spies would adjust this. He said he would like to discuss this with other libraries and believes that there needs to be standards. Under the proposed policy we are denying physical access to the library for this class of persons. Dean asked if the state law denies access altogether unless permission is given and wonders what it means to get permission if you are a person who has been convicted of a sex offense against a minor. Dean asked if we are obligated to have a policy. Craig said that the Board is required to have a policy. Spies moved to table this until next month and that the President appoint an ad hoc committee to meet with the City Attorney to explore possible alterations to the proposed policy. The motion was seconded by Cohen. The motion carried 7/1 with Rich-Chappell dissenting.

Discussion continued after the vote. Spies suggested that if someone comes into the library under these circumstances until our policy is in place, there are a number of questions we can ask this person and there is information that they need to provide before we provide a response to them about access to the library. Dean reminded the Board that a policy can be changed at any time, regardless of where it appears in the three-year policy review rotation. Dean suggested that whenever we pass a policy that we put it back on the agenda to revisit in four months. Spies said that Parks and Recreation are not barring permission to use the swimming pools, but they are restricting hours when child sex offenders who have been convicted of a crime against a minor can be there. Spies believes that the Library is a community meeting place and barring an entire class of persons is difficult. President Dean appointed Spies, Cohen, and Rich-Chappell to the ad hoc Committee. Craig will find some times when Eric Goers is available to meet with the committee.

Clark out at 6:30 pm. Cohen out at 6:37 pm.

Advocacy. President Dean wants to begin an ongoing conversation about Board advocacy. Dean feels that we do not have a coordinated way to advocate for the Library and suggests that a more consistent advocacy plan might be beneficial. Dean passed out a document with suggested advocacy key messages that we may wish to share with any of our constituents. Craig said that the annual public relations plan is coming up for the Board's review and believes that this would fit with that, together with the new website. Spies believes that implementing advocacy into both community outreach and our public relations plan is good. Geekthelibrary.org, a community-based public awareness campaign designed to highlight the vital role of public libraries for individuals and communities, and raise awareness about the critical funding issues they face, was mentioned. Libraries in central Iowa are taking part in this OCLC initiative. It was suggested that the advocacy messages be incorporated into the Public Relations plan to be discussed next month.

Staff Reports.

Departmental Reports:

Children's Services.

McCray said that she heard that Children's Day was a great success.

Systems.

No discussion.

Technical Services.

New asked where weeded books end up. Books that are weeded go to The Book End, outreach sites, or the discard shelf.

Development Office Report.
No discussion. McCarthy absent.

Reader Report.
No discussion.

Fifth Anniversary Recap.

Online Annual Report: Staff are considering preparing an online annual report this year to reduce printing costs. Board members said they support this.

Miscellaneous.
No discussion or comments.

President's Report.

Dean thanked Bill Korf for his valuable and regular service to the Board as well as his participation on the Board spelling bee team. Korf said he enjoyed getting to know other Board members and staff and found it very worthwhile and rewarding to serve. Dean also thanked McCray for her service on the Board. The Board dinner will take place in August.

Announcements from Members.

None.

Committee Reports.

Foundation Members. There are three new Foundation Board members: Dan Bontrager, Linda Farkas, and Nancy Weber. There was a reorganization meeting that focused on membership assignments for various committees, with fundraising as the emphasis. The Foundation is evaluating the Building the Collection event.

Communications.

None.

Disbursements.

The Visa Expenditures for May 2009 were reviewed. A motion to approve the disbursements for May 2009 was made by New and seconded by Korf. The motion carried 7/0.

Set Agenda Order for July Meeting.

Advocacy, Sex Offenders, Planning, NOBU, Board goals

Adjournment.

A motion to adjourn the meeting was made by Korf and seconded by McCray. The motion carried 7/0. Dean declared the meeting adjourned at 7:02 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 | O/E | X | X | X | X | | | | | |
| Thomas Dean | 7/01/15 | X | X | X | X | X | X | X | | | | | |
| John Kenyon | 7/01/13 | X | X | X | X | X | O/E | X | | | | | |
| Bill Korf | 7/01/09 | X | O | X | X | X | X | Term expired | | | | | |
| Tom Martin | 6/30/11 | X | X | X | X | X | X | X | | | | | |
| Linzee McCray | 7/01/15 | X | X | X | O/E | X | X | X | | | | | |
| Mary New | 7/01/13 | X | X | X | X | X | X | X | | | | | |
| Meredith Rich-Chappell | 6/30/11 | X | O/E | X | X | X | X | X | | | | | |
| Leon Spies | 6/30/11 | X | O/E | O/E | X | X | X | O/E | | | | | |

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