



## **BOARD OF TRUSTEES**

### **AGENDA**

**Minutes of the Regular Meeting**

**FINAL APPROVED**

**March 18, 2010**

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**Thomas Dean, President**

**Thomas Martin, Vice-President**

**Michael Cohen**

**Mark Edwards**

**John Kenyon**

**Linzee McCray**

**Mary New**

**Meredith Rich-Chappell, Secretary**

**Leon Spies**

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

**Members Absent:** Linzee McCray

**Staff Present:** Barb Black, Maeve Clark, Susan Craig, Debb Green, Heidi Lauritzen, Patty McCarthy, Elyse Miller

**Guests Present:** None.

**Recommendations to Council:** None.

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

**Public Discussion.** None.

#### **Approval of Minutes.**

The Minutes of the Regular Meeting of February 25, 2010 were reviewed. A motion to approve the minutes was made by New and seconded by Spies. Motion carried 8/0.

#### **Unfinished Business.**

Strategic Planning. Staff have been drafting objective language for the new Strategic Plan that will begin in July. Staff dropped the vision statement and the Board members agreed that it was not necessary.

Craig asked about appropriate services that could be offered outside the building, such as a branch or a bookmobile. She recommends that if we pursue this, we hire a consultant to help evaluate our situation and next steps, if any. Twenty-five percent of people responding to the community survey identified the importance of outreach services via a branch or bookmobile. Craig believes families with young children might benefit from such a service, as well as school aged children who do not have access to the library without transportation. Dean believes this has been a persistent idea in Iowa City. Discussion was held on possible approaches to City leaders to

determine financial viability, including sharing city facilities. Martin and Kenyon think groundwork can be laid to gather information and explore other opportunities with partners. Spies asked if the ICCSD had summer reading programs. Green said there are fewer opportunities than there used to be.

A core (25-30) group of staff attended four discussions, one for each goal, to brainstorm ideas that were then prioritized to become objectives. The next step is for staff to meet and be more specific about things we can do to accomplish each of the objectives. The Board specifically wanted this plan to be flexible and staff proposals have tried to keep that in mind. Staff are also committed to looking at our internal organization and structure; the planning consultant will come back to help with this. The Board suggested one addition to the objectives - include private schools in Goal 2, Objective 2.

Review Sex Offender Policy. There has been very little activity related to this policy. Rich-Chappell clarified that a person is not on the registry if judgment and sentencing has not occurred, so a person can be in the library. Rich-Chappell asked if there was any feedback from other libraries. Craig attends a quarterly meeting of the larger libraries in Iowa and each of the libraries had one or two instances similar to ours. The Iowa Sex Offender Registry now has a better search capability and can be filtered by county. We have a link to the registry on our intranet so staff have ready access to look at Johnson County offenders. Lauritzen said that most of the people on the registry from Johnson County are at Oakdale.

#### **New Business.**

Library Board Policy #814: Copyright Policy. This is a regularly scheduled policy review. Copyright is getting more complicated in general. Content is valuable and it is getting more difficult to get permission to use materials. Martin asked about who is responsible for obtaining copyright permission. Logsdon is responsible for copyright clearance for Channel 10. Green described the process for storytimes. There is a storytime permission database with copyright information. A motion to approve the policy as revised by staff was made by Spies and seconded by Martin. Motion carried 8/0.

#### **Staff Reports.**

Departmental Reports:

Adult Services. No discussion.

Circulation Services. No discussion.

Information Services. No discussion.

Development Office Report. No discussion.

Gifts/Naming Policy. Follow-up. Parks and Recreation is also responding to the Gifts/Naming policy and the Senior Center Foundation members are meeting next week. Department suggestions will be presented to Council by the Interim City Manager.

Reader Report. None.

Miscellaneous. None.

**President's Report.**

Appoint Committee to Evaluate Director. Dean appointed Kenyon to chair; Cohen and Edwards will also serve on the Evaluating Committee.

Last month, President Dean appointed the Nominating Committee. McCray is unable to serve and Spies agreed to serve in her place. To clarify, the Nominating Committee members are Edwards, New, and Spies.

**Announcements from Members.** None.

**Committee Reports.**

Foundation Members. Kenyon is on the Iowa City Book Festival (ICBF) Committee until the City of Literature (COL) Executive Director arrives. The festival is now a 2 day event July 17 and 18; Sunday will be "A Day in the City of Literature." Events will be held at many locations downtown. Bookstores and the Library are involved; and authors have agreed to participate and will read around town. An ICBF promotional poster was presented.

**Communications.**

None.

**Disbursements.**

The Visa expenditures for February 2010 were reviewed. A motion to approve the disbursements for February 2010 was made by Cohen and seconded by Kenyon. Motion carried 8/0.

**Set Agenda Order for April Meeting.**

Meet as Corporate Members of Friends Foundation.  
Meeting Rooms.

**Adjournment.**

A motion to adjourn the meeting was made by Kenyon and seconded by Edwards. Motion carried 8/0. Dean closed the meeting at 5:59 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
Michael Cohen	7/01/13	X		X	X								
Thomas Dean	6/30/15	X	X	X	X								
Mark Edwards	6/30/15	X	X	X	O/E								
John Kenyon	7/01/13	X	X	X	X								
Tom Martin	6/30/11	X	X	X	X								
Linzee McCray	6/30/15	X	X	O/E	O/E								
Mary New	7/01/13	X	X	X	X								
Meredith Rich-Chappell	6/30/11	X	X	X	X								
Leon Spies	6/30/11	X	O/E	X	X								

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