



**BOARD OF TRUSTEES**  
**Minutes of the Regular Meeting**  
**June 24, 2010**

**FINAL APPROVED**

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Thomas Martin, President  
John Kenyon, Vice-President  
Holly Carver  
Thomas Dean  
Mark Edwards  
Linzee McCray  
Mary New  
Meredith Rich-Chappell, Secretary  
Leon Spies

**Members Present:** Tom Dean, John Kenyon, Tom Martin, Mary New, Leon Spies

**Members Absent:** Holly Carver, Mark Edwards, Linzee McCray, Meredith Rich-Chappell

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

**Guests Present:** Paula Brandt.

**Recommendations to Council:** None

**Call Meeting to Order.**

President Dean called the meeting to order at 5:04 pm.

**Public Discussion.**

**Approval of Minutes.**

The Minutes of the Regular Meeting of May 27, 2010 were reviewed. A motion to approve the minutes was made by New and seconded by Kenyon. Motion carried 5/0.

**Unfinished Business:**

None.

**New Business.**

Evaluation of Director. The Board will conduct the Director's evaluation in closed session and report when the open meeting resumes. Spies moved to close the session, with New seconding. A roll call vote was taken on the motion, with ayes from Dean, Kenyon, Martin, New, and Spies. The session was closed at 5:07 pm. The meeting re-opened at 5:24 pm. A motion was made by Kenyon and seconded by New to increase Craig's salary by 1.35% on June 26, 2010 and 1.5% on December 26, 2010. Motion carried 5/0.

Board Annual Report. Staff will draft the report after Board discussion and the Board will approve in July. The Board annual report is also compiled with other City departments' reports into the City of Iowa City's annual report. It was noted that most goals turn into accomplishments. Board members made some suggestions for the FY11 Board annual report.

Possible contract for service with The University of Iowa.

The Library has been asked to consider providing access to children's literature materials to UI students. Craig pointed out that this would be the first type of formal contract the Library has had with UI to deliver a service for payment. Everyone involved is sad to see the Curriculum Lab (CL) close but it is hard to maintain, and others are being cut throughout the country. New expressed concern about space for the materials. After viewing the list of CL materials, it is expected that we will have 95% or more of those materials in our collection already. We will use CL materials for extra copies of popular items, or to add items that we do not currently hold. We will use these materials for outreach collections and perhaps other locations that currently don't have children's materials. Martin asked where the CL collection would be housed. Craig stated that the basement has been cleared and space is available there.

The addition of the fourth self-check machine has increased the number of people using self-checks. The demands on Children's Room staff are a concern, however. Additional staff hours and collection support is how the money would be utilized. Craig has spoken with Dale Helling briefly about this scenario. Hopefully, some of the staff will help with some of the new strategic plan initiatives. Spies asked about any perceived down side of this proposal. Craig said that keeping the distinction between the role of the UI libraries and the role of ICPL for UI students is a challenge. UI/College of Education staff will be available to consult as a liaison to Children's Services staff. Circulation for the CL collection was 35,000 last year. In response to a question Craig stated that all ICPL circulation rules will be enforced for UI students. Spies made a motion to approve the principles of the proposed contract with the proviso that a formal contract will be negotiated by Craig and come to the Board for approval. Martin seconded the motion. Motion carried 5/0.

### **Departmental Reports.**

Children's Services.

Children's Day weather was the best ever. World Cup Soccer in Room A, with face painting is quite popular with people of all ages. The summer reading programs (SRP) are going really well.

Systems.

None.

Technical Services. First floor materials (other than materials yet to be returned) have been de-dotted done; three-quarters of the 2<sup>nd</sup> floor materials are done. All AV materials are de-dotted.

### **Development Office Report.**

McCarthy said that everyone on the Board will or should have received an invitation to the Iowa City Book Festival Author dinner on Friday, July 16, 2010. Matthieu Biger has joined the Development Office as Library Assistant III.

### **Reader Report.**

None.

**Miscellaneous.**

None.

**President's Report.**

Tom Martin has been appointed to serve on the City of Iowa City's Naming Policy Committee.

Mark Edwards has requested an extended leave of absence in FY11. He's deploying to Afghanistan for seven months. Both the Incoming and the current Presidents agreed that the leave would be extended as an excused absence, which is at their discretion.

Dean thanked the Board for their service for the 2 years of his presidency. He appreciated the work and commitment of other Board members, the Library Director, and the Library staff, which made the Board's work so much easier. Dean said so much more happens during a tenure than is perceived on a month to month basis. He listed the many accomplishments that the Library and the Board have achieved while he was President of the Board. Spies thanked Dean for his service as President on behalf of the Board. Dean also thanked incoming President Tom Martin and incoming Vice President, John Kenyon for their upcoming leadership, and Meredith Rich-Chappell, for continuing as Secretary.

**Announcements from Members.**

State Commission meeting report from Martin. He was on the committee that evaluated Mary Wegner, State Librarian. Reorganization of LSAs is still the primary issue.

**Committee Reports.**

Foundation Members: Foundation Board has been reviewing financials. The Board is working toward financial independence in the next few years. The Friends Foundation Board presented Certificates of Appreciation for years of service for departing Board members.

**Communications:**

Dean will respond to the email from the Mr. Lopes.

**Disbursements.**

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

**Set Agenda Order for July Meeting**

New regime.

NOBU.

Board Annual Report.

FY10 Strategic Plan End of year report

FY11 New Strategic plan

Curriculum Lab contract

**Adjournment**

A motion to adjourn the meeting was made by Kenyon and seconded by Martin. Motion carried 5/0. Dean closed the meeting at 6:10 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       |         |         |          |          |          |
| Michael Cohen          | 7/01/13  | X            |         | X       | X       | Resigned from Board |         |         |         |         |          |          |          |
| Thomas Dean            | 6/30/15  | X            | X       | X       | X       | X                   | X       | X       |         |         |          |          |          |
| Mark Edwards           | 6/30/15  | X            | X       | X       | O/E     | X                   | O/E     | X       |         |         |          |          |          |
| John Kenyon            | 7/01/13  | X            | X       | X       | X       | X                   | X       | X       |         |         |          |          |          |
| Tom Martin             | 6/30/11  | X            | X       | X       | X       | X                   | X       | X       |         |         |          |          |          |
| Linzee McCray          | 6/30/15  | X            | X       | O/E     | O/E     | X                   | O/E     | X       |         |         |          |          |          |
| Mary New               | 7/01/13  | X            | X       | X       | X       | X                   | X       | X       |         |         |          |          |          |
| Meredith Rich-Chappell | 6/30/11  | X            | X       | X       | X       | X                   | O/E     | X       |         |         |          |          |          |
| Leon Spies             | 6/30/11  | X            | O/E     | X       | X       | O/E                 | X       | X       |         |         |          |          |          |

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