

**MINUTES OF THE BOARD OF LIBRARY COMMISSIONERS
OF THE
CITY OF GRAND RAPIDS**

August 30, 2011

President Cusack called the meeting of the Board of Library Commissioners of the City of Grand Rapids to order at 5:33PM in the Boardroom of 111 Library St. NE.

1. Roll Call

Board Members Present: Baldrige, Blickley, Cusack, Lumpkins, VanderVelde and Witteveen-Lane

Board Members Absent: Botts (with notification)

Administration Present: Baar, Ehlers, Jakel and Warner

Others Present: Elizabeth White, Deputy City Attorney and Jane DeVries, GREIU

President Cusack welcomed those in attendance and stated the mission.

2. Public Comments on Agenda Items – None

3. Approval of Minutes of the Regular Board Meeting of 7/26/11

Commissioner VanderVelde requested two modifications to the minutes. Under Item 8.c. she asked that the statement beginning “Commissioner Lumpkins also stated she remembered reading that the Board of Library Commissioners ...” be changed to read “Commissioner Lumpkins also stated she remembered reading *in the Foundation’s SWOT analysis* that the Board of Library Commissioners ...” The second modification requested is under Item 10.a. where “President” Warner should be changed to “Director” Warner.

MOVED by Commissioner Baldrige, seconded by Commissioner Lumpkins to approve the minutes, as amended, of the Regular Board Meeting of July 26, 2011. Unanimously carried.

4. Board Comments

President Cusack commented that she has been indulging in ebooks lately and stated that the Library’s website has been very helpful with uploading instructions. She also reported that the Michigan Library Association asked her to join their Legislative Committee; their big task coming up will be to address the change in personal property tax. Lastly, she reported that she and Director Warner met with Lance Werner and the chair of KDL’s Board Chuck Myers. The joint reception, scheduled for September 8, is one outcome of that meeting along with a discussion of greater outreach efforts.

Commissioner Blickley commented that it has been a newsworthy month including the announcement of Tom Genson’s victory, over the Library of Michigan, for Herrick.

Commissioner Lumpkins commented that our mission is to serve the residents of Grand Rapids which directly ties into the outcome for Herrick.

5. Committee Reports

Commissioner Bott's report on the PLA Conference will be moved to the September meeting.

President Cusack reported the she and Commissioner Baldrige are working on revising board policies and that Commissioners Baldrige and Lumpkins are reworking the Director's evaluation form and would like to have that in place for next year's evaluation.

6. Other Reports

- a. Statistical Report for July 2011
- b. Staff Changes Report

Director Warner gave a brief explanation of the newly formatted statistical report noting the changes in web branch figures and the graphical representation of circulation and patron visits. She also noted that we have work to do because our active cardholders, after the database purge, are now less than 50% of the City's population. President Cusack commented on the increase in the use of the photo collection and thought we would want to share that information with the Foundation.

The Board congratulated Sophia Brewer on her move to Madison.

7. Staff & Foundation Reports

- a. Library Director's Report

Commissioner Lumpkins commented on the great stories contained in the Director's report this month; really speaks to the quality of staff we have and value of the library.

Commissioner Witteveen-Lane reported that Asante Cain spoke about Lean procedures at Cooley Law School's in-service; their staff was really pleased.

Details of the collaboration between the Student Advancement Foundation and the Library were briefly discussed.

President Cusack asked to invite Kolene Allen in to talk about the launch of KCCAN; the more that the Library can play a role in these community initiatives is great.

- b. FY11 Year End Financial Statement & Financial Report

Mr. Jakel informed the Board that when they reviewed the updated FY11 year end financial statement, they would notice a substantial reduction in the Retiree Health Care expense line item. It was determined that instead of accruing funds to pay for current premiums and building towards future payment of liabilities that we would instead expend expenses on a pay-as-you-go basis. This will also save substantial expenses in the FY12 budget as well.

Mr. Jakel stated that the above reductions allowed us to cover the projected budget deficit for FY12 and to revise the offer to Library staff to include a delay in the

implementation of the pension changes until July 1, 2012 and to rescind the staff reductions that were planned for September 1, 2011.

Commissioner Baldrige had questions regarding the vacancy and turnover line item; he asked where the actual accounting of this item is. Mr. Jakel stated he would provide details at the September meeting.

President Cusack also noted that Mr. Jakel provided information on property tax captures. She asked that the Board please take time to review those documents for discussion in September. Commissioner Witteveen-Lane asked if we had followed up on attending a DDA meeting. President Cusack stated that she and Commissioner Witteveen-Lane could work on scheduling that as part of their advocacy work.

c. Communications Report

President Cusack commented on the new format of the Communications report. Commissioner Witteveen-Lane gave kudos to the staff for GR Reads programming. Commissioner Lumpkins commented that she was very impressed with the Summer Reading Program signage at the Seymour branch.

d. GRPL Foundation Report

Commissioner VanderVelde reported that the Foundation's granting meeting went smoothly.

President Cusack stated that she would like to discuss Agenda Item 9.b., a resolution in support of the Foundation, during this portion of the agenda.

MOVED by Commissioner VanderVelde, seconded by Commissioner Lumpkins, that the Board of Library Commissioners of the City of Grand Rapids wishes to reaffirm its appreciation and support for the Grand Rapids Public Library Foundation, its Board of Trustees and the Board's planning and sustainability initiatives during this period of transition and beyond. It is our fervent hope that our long standing partnership will lead to greater community support and awareness for the Library and the Foundation.

Commissioner Baldrige stated that at this time of the Foundation's transition he felt it would be the perfect opportunity to send a clear message to the Foundation that the Board of Library Commissioners are in support of the Foundation and want to work together for the good of the Library and its mission. Commissioner Blickley felt that it was a good idea to have this stated in a public meeting showing the Board's support. Brief discussion occurred.

Unanimously carried.

President Cusack stated she would send the above resolution in a letter to Margie Kindel.

8. Old Business – None

9. New Business

a. Resolution to Approve Changes to the Labor Agreement

Mr. Baar stated the resolution is to approve the tentative agreement which was reached through negotiation between the Library staff and the GREIU. The agreement was presented on August 5 to the membership and was accepted favorably by staff. The Union is waiting for the Board to approve and will then implement the changes as stated.

MOVED by Commissioner VanderVelde, seconded by Commissioner Lumpkins, that the Board of Library Commissioners of the City of Grand Rapids accepts the changes to the Labor Agreement as described in the August 5, 2011 Tentative Agreement.

The State's mandatory 20% health care contribution for all public employees was briefly discussed. Mr. Baar stated that if a labor contract is in force which specifically states an amount of the contribution then we would not be impacted. Library contributions are also below the cap specified in the law.

Unanimously carried.

- b. Resolution in Support of the Grand Rapids Public Library Foundation

This item was discussed in Agenda Item 7.d.

10. Information Items

- a. Media Index
- b. Summer Reading Program Statistical Report
- c. Statistical Week Summary – FY11
- d. Security Report – FY11
- e. Friends of Michigan Libraries Newsletter – Fall 2011
- f. Board & Administrator – August 2011

The Security Report was briefly discussed especially the homeless population and increase in intoxicated patrons we are seeing in the building. President Cusack reported that Ms. Ehlers is active with other community organizations who are discussing these issues. Commissioner Lumpkins said that these statistics really speak to society's issues in general; homeless women with children and younger homeless people as well. Commissioner Baldrige wondered if the Board might invite someone from the community to speak about these growing issues so they may be better informed. Ms. Ehlers stated she has been working with Janay Brower from Raising Roofs; she will contact her to see if she would be able to speak at an upcoming meeting.

11. Grand Rapids Employees Independent Union, Library Rank & File and Supervisory Units

Ms. DeVries asked the Board to consider involving more staff and Union in the future if budget cuts are being discussed.

12. Agenda Items for Regular Board Meeting (September 27, 2011)

- a. Service Awards
- b. Discussion of Property Tax Captures
- c. PLA Conference Report – Commissioner Botts
- d. Policy Committee Update

Commissioner Witteveen-Lane asked if we could acknowledge Library Friends Week, which is the first week of October. She stated she would draft a resolution.

13. Public Comments – None

Meeting adjourned at 7:19PM