

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

**January 26, 2010**

President Cusack called the meeting of the Board of Library Commissioners of the City of Grand Rapids to order at 6PM in the Boardroom of 111 Library St. NE.

1. Roll Call

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

Administration Present: Baar, Corrado, Ehlers and Warner

Others Present: Elizabeth White, Deputy City Attorney; Marcie Lewis and Margie Kindel, Library Foundation; Mary Knudstrup, GREIU Representative; William Baldrige and David Gainor, Board applicants

President Cusack stated she would be instituting a new tradition during her presidency. She will be sharing something that she is grateful for or a piece of good news and invited others to participate if they wished. The Board, along with Ms. Lewis, contributed.

2. Public Comments on Agenda Items – None

President Cusack welcomed the visitors to the meeting.

3. Approval of Minutes of the Special Board Meeting of 11/24/09 and the Special and Regular Board Meetings of 12/15/09

**MOVED by Commissioner Botts, seconded by Commissioner Lumpkins, to approve the minutes of the Special Board Meeting of November 24, 2009. Unanimously carried.**

**MOVED by Commissioner VanderVelde, seconded by Commissioner Botts, to approve the minutes of the Special and Regular Board Meetings of December 15, 2009. Unanimously carried.**

4. Board Comments

Commissioner Botts commented on how nice the Swearing In Ceremony was and noted that it was televised.

Commissioner Lumpkins asked about the possibility of having some of the Library's programs televised on GRTV. Director Warner stated she would look into that.

5. Committee Reports

Commissioner Blickley asked the Board to think about ways to effectively educate new legislators, who will be coming into office this year, about the Library. President Cusack encouraged the Legislative Committee to include that in their discussion when they meet. Commissioner Botts asked if there was anything the Library could offer to candidates. Director Wamer stated that last year we assigned a staff person to each candidate who was interested to assist with their research; we will plan to do that again this year.

6. Other Reports

a. Statistical Report for November 2009 & December 2009

President Cusack commented on the increase in database use and added that this statistic will be useful in talking with legislators. She then stated that the use of meeting rooms appears to be down. Director Wamer stated that our cost may be seen as high and that some groups that may have rented in the past have found other space. Commissioner VanderVelde asked if it was better for a meeting space to be empty or to lower the cost a bit so they would be used more often.

b. Staff Changes – No Comments

7. Staff & GRPL Foundation Reports

a. Library Director's Report

Commissioner Witteveen-Lane asked if the increasing number of problems with Evergreen could be resolved. Director Warner stated that the problems involve an information "traffic" issue and we are working with Equinox, the company that provides our support, to get the issues resolved.

Director Wamer reported that starting in March, Lakeland has decided that they will have to stop reciprocal returns due to the cut in state aid funding. This means that patrons will need to return materials to the library that they were checked out from. She noted that Grand Rapids has been doing this for the past year.

Director Warner also reported that she has been contacted by Kent District and asked if we would be willing and/or interested in joining a different cooperative. She stated that she would be interested in discussing the issue further and that she and Martha Esch (Smart) would be setting up a visit to a library in southwest Michigan to get more information. She explained that moving to a different cooperative would provide a huge savings for Kent District because it gives state aid back to

the member libraries rather than using it for services as Lakeland currently does.

b. Financial Update

Director Wamer reported in Mr. Jakel's absence that the budget appears to be on track for this point in the year. She stated that it is likely that state aid funding will be cut and that the coming year could be difficult due to a projected decrease in property tax revenue.

c. GRPL Foundation Report

Ms. Lewis introduced Margie Kindel, the Foundation's new Board Chair. She reported that the Foundation met earlier in the day and awarded approximately \$33,000 in grants for FY10 and another \$30,000 in grants for FY11. President Cusack stated that Library staff did a wonderful job presenting their grant requests.

8. Old Business

a. Resolution to Approve 2010-2013 Strategic Plan

**MOVED by Commissioner Blickley, seconded by Commissioner VanderVelde, that the Board of Library Commissioners of the City of Grand Rapids approves the Library's 2010-2013 Strategic Plan. Unanimously carried.**

b. Resolution to Establish New Board Policy 10-1 Electronic Equipment Use/Access

**MOVED by Commissioner Botts, seconded by Commissioner Blickley, that the Board of Library Commissioners of the City of Grand Rapids approves the establishment of new Board Policy 10-1 Electronic Equipment Use/Access effective immediately. Unanimously carried.**

9. New Business

a. Board Member Vacancy Communication Plan and Timeline

President Cusack stated there will be a new commissioner in place for the April 27 meeting. She appointed Commissioner Botts and Lumpkins to serve along with herself to choose the top three candidates who will be asked to attend the March 30 meeting. She stated a meeting will be set to review applications and questionnaires after the return deadline of February 26.

- b. Converting Sick Time to Pension Credited Service for Non-Represented Staff

Director Wamer explained that this added provision for non-represented staff will match the benefit that the Library's staff currently has as well as the City's non-represented staff. It allows for an optional conversion of sick time for up to one year of credited service under the pension program at retirement.

**MOVED by Commissioner VanderVelde, seconded by Commissioner Blickley, that the Board of Library Commissioners of the City of Grand Rapids, approves the Library to include in the Management Compensation and Fringe Benefits Handbook a provision to allow non-represented staff of the Library the option to convert unused sick time to credited service under the pension program at retirement. This would offer an option to the current policy that allows employees to cash out their unused sick time at retirement. This policy duplicates a new policy that was recently approved by the City Commission for non-represented City staff. Unanimously carried.**

10. Information Items

- a. Media Index
- b. "Voluntary Commitment to Serve" Form
- c. Board of Library Commissioners' Attendance Record – 2009
- d. Board & Administrator – January 2010

President Cusack asked the Board to please sign the Voluntary Commitment to Serve, noting their responsibilities. Commissioner Blickley asked for a modification to item #5 relating it specifically to conferences and/or seminars. President Cusack stated the change would be implied for 2010 and officially changed on the form for 2011.

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

Ms. Knudstrup had no comments.

12. Agenda Items

- a. Update on Foundation Grants
- b. FY11 Budget Discussion
- c. Electronic Library Card Application

13. Public Comments – None

Meeting adjourned at 6:46PM.