

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

March 30, 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, Jakel and Warner

Others Present: Elizabeth White, Deputy City Attorney; Margie Kindel and Tom Dilley, Library Foundation; Kate Hawkins, GREIU Representative; and Robert Bennett and William Baldrige, Board applicants

President Cusack asked the Board to keep the library's mission in mind, "connecting people to the transforming power of knowledge," each month as they move forward with each meeting.

President Cusack, along with Commissioners Witteveen-Lane and Lumpkins, took a moment to share good news.

Lastly, President Cusack added an update from the Legislative Committee to the agenda as item 5.b.

2. Public Comments on Agenda Items – None

3. Approval of Minutes of the Regular Board Meeting of 2/23/10

MOVED by Commissioner Botts, seconded by Commissioner VanderVelde, to approve the minutes of the Regular Board Meeting of February 23, 2010. Unanimously carried.

4. Board Comments

a. PLA Conference Reports

Commissioner Witteveen-Lane stated this was her first opportunity to attend the PLA Conference. She attended sessions on floating collections, outsourcing, partnering and trustee training. She found the

sessions on trustee training to be very useful to new trustees and she stated she will be sharing links to various presentations with the Board.

President Cusack stated she has recently been thinking about Board training and spoke with Director Warner about it. She proposed a committee of she and Commissioner Witteveen-Lane to work on developing and instituting a policy relating to Board training and to formalize training for the Board. Commissioner Lumpkins added that the Michigan Library Consortium conducted training at one time and that they may be a good resource as well.

President Cusack reported on a session she attended called “Sandtraps in Cyberspace” which addressed developing and maintaining social media policies as they pertain to both patrons and staff.

She reported that the American Library Association is instituting “Protect Your Privacy” week in early May. She stated she would like the library to move forward with programs relating to that.

Lastly, President Cusack commented that conferences such as PLA and ALA are energizing and very beneficial and is happy that the Library supports training opportunities for staff and the Board.

5. Committee Reports

a. Board Vacancy Committee

President Cusack reported that the sub-committee that was established to narrow down candidates was in violation of the Open Meetings Act. She stated she would now like each member to review each of the completed applications and questionnaires and use the rubric to score each of the eight applicants. She requested that each completed rubric be submitted to Director Warner by Thursday of the current week. Scores will be tallied and the top four candidates will be invited to interview at the April 27 Board meeting.

Deputy City Attorney White advised the Board that any deliberation towards a final decision must be done in an open meeting.

President Cusack suggested calling a special meeting to consider final candidates to be interviewed. The Board agreed to a meeting the week of April 12. President Cusack asked Kim Roden to establish a meeting date and time.

b. Legislative Committee

Commissioner Blickley distributed a legislative update which was briefly discussed.

6. Other Reports

- a. Statistical Report for February 2010
- b. Staff Changes

The Board commented on increased circulations at both Madison Square and Ottawa Hills.

7. Staff & Foundation Reports

- a. Library Director's Report

In addition to her written report, Director Warner announced that the Library will be an official outdoor ArtPrize venue. She also reported on a new experimental collaboration with the Hard Times Café where individuals can use earned "points of improvement" towards library fees. President Cusack commented on the wonderful partnership.

Commissioner Witteveen-Lane commented that she is happy that the census is using our locations for meeting space and to disseminate information. She added that she loves the green and orange Mango t-shirt promotion.

- b. Financial Update

Mr. Jakel reported that almost 100% of budgeted revenues have been received for this fiscal year although we should still receive some additional property tax revenue in March and June. He also reported that expenses overall are well within budget. He noted that we should end the year with a surplus.

President Cusack thanked Mr. Jakel for his work during these tough economic times.

- c. GRPL Foundation President's Report

President Cusack welcomed Ms. Kindel and Mr. Dilley.

President Cusack asked for an update on the trust fund transfers. Mr. Dilley reported that the additional information requested by John Logie and David Skidmore of Warner, Norcross & Judd has nearly been compiled by Marcie Lewis. He stated that he would expect to have more news to report within the next 30 days.

8. Old Business

- a. Resolution to Approve the FY11 Budget

MOVED by Commissioner Botts, seconded by Commissioner Lumpkins, that the Board of Library Commissioners of the City of Grand Rapids, approves the acceptance of the FY11 budget as presented.

Clarification was asked for and given on two line items in the 218 account. There was no further discussion.

Unanimously carried.

President Cusack commented that she very much appreciated being able to maintain the materials budget.

9. New Business

- a. Resolution to Approve Revised Board Policy [91-4] Evaluation of Library Director

MOVED by Commissioner Blickley, seconded by Commissioner VanderVelde, that the Board of Library Commissioners of the City of Grand Rapids approves revisions to Evaluation of Library Director Policy [91-4] effective immediately. Unanimously carried.

- b. Resolution to Approve the Closing of Madison Square, Van Belkum and West Leonard Branches for Carpet Installation

MOVED by Commissioner Witteveen-Lane, seconded by Commissioner Botts, that the Board of Library Commissioners of the City of Grand Rapids approves closing branches for carpet installation as follows: Madison Square – May 4; Van Belkum – May 11; and West Leonard – May 19 & 20. Unanimously carried.

- c. Foundation Bylaws

President Cusack reported that the Foundation has been working on revising their bylaws (a document containing the proposed bylaws was distributed). Some of the proposed changes will impact the Board's participation as well as Director Warner's participation on the Foundation Board and the Foundation's Executive Committee. President Cusack stated that the Foundation's Bylaws Committee is recommending that the full Foundation Board approve those revisions at their April 27 meeting. She stated that she has some concerns regarding the proposed changes and that because of timing issues the Library Board would not have an opportunity, other than at tonight's meeting to discuss the changes further, which might be a lot to digest. She proposed a letter to the Foundation Chair asking for a bit more time to review the changes and an opportunity to work together on any concerns.

Ms. Kindel stated her concern that the full Foundation Board had not yet seen the proposed bylaws. She added that the three Library Commissioners on the Foundation Board are welcome to bring their concerns to the Foundation meeting on April 27. President Cusack suggested retracting the document and that the Foundation Board could postpone their vote in April.

Mr. Dilley again reiterated the fact that the entire Foundation Board has not seen the proposed changes. He stated that if there are concerns, they can certainly be made in writing or in person with Ms. Kindel, himself, or with Ms. Lewis.

President Cusack stated that what she was hearing was that the Foundation Board would not be open to considering a delay in the vote but that the Library Commissioners were welcome to share their concerns in writing or in person, by phone, email or a more formal means. President Cusack stated that she, Director Warner and the two additional Foundation appointees would definitely be scheduling a meeting with Ms. Kindel.

Ms. Kindel asked that the proposed bylaw changes be kept in confidence. President Cusack asked that the document be returned to her. Deputy City Attorney White commented that even though the document was collected it is still a part of the public record and will be reflected as such in the minutes.

President Cusack stated that further discussion would occur when she and Director Warner met with the Bylaws Committee and then again with all of the Library Commissioners at the Special Board Meeting.

10. Information Items
 - a. Media Index
 - b. Board & Administrator – March 2010
 - c. Evergreen Presentation [excerpt] by Equinox
11. Grand Rapids Employees Independent Union, Library Rank & File and Supervisory Units

Ms. Hawkins had nothing to report.
12. Agenda Items for Regular Board Meeting (April 27, 2010)
 - a. Board Candidate Interviews and Appointment

Agenda Items for Special Board Meeting (date TBD)

- a. Board Vacancy Candidate Recommendations
- b. Foundation Bylaws

13. Public Comments

Mr. Baldrige, of 1157 E. Chippewa, spoke on his candidacy for Library Commissioner. He also spoke in favor of presenting a proclamation to Congressman Ehlers for his support to the Grand Rapids Public Library.

Meeting adjourned at 7:23PM.