

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

May 26, 2009

President Meyering called the meeting of the Board of Library Commissioners of the City of Grand Rapids to order at 6:03PM in the Boardroom of 111 Library St. NE.

1. Roll Call

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

Board Members Absent: Blickley (with notification)

Administration Present: Baar, Corrado, Ehlers, Jakel and Warner

Others Present: Elizabeth White, Deputy City Attorney; Marcie Lewis and Dirk Hoffius, Grand Rapids Public Library Foundation and Jane DeVries, GREIU Representative

2. Public Comments on Agenda Items – None

3. Approval of Minutes of the Regular Board Meeting of 4/28/09

MOVED by Commissioner Cusack, seconded by Commissioner Botts, to approve minutes of the Regular Board Meeting of April 28, 2009. Unanimously carried.

4. Board Comments

Commissioner Botts reported on the “Turning the Page” workshop he attended at the PLA Symposium in Tennessee. The workshop largely focused on funding and how to increase funding from the public by determining who your target population is, who votes, who the local community leaders are and who has money. You also need to inform those with influence about what actions they can take and convince them that your project is worthwhile. Commissioner Botts reported that attendees were asked to brainstorm and bring back three ideas to their libraries, his included: develop a citizen response to legislative action, obtain a grant writer and develop a plan for community rooms.

While in New York, Commissioner Botts attended PLA’s response to the Google lawsuit. He stated for those interested, visit PLA’s website for more information.

Commissioner Cusack commented on the showing of the Maltese Falcon at Wealthy Street Theater and the diversity of the audience and how well done the event was.

5. Committee Reports – None

6. Other Reports

a. Statistical Report for April 2009

Commissioner Witteveen-Lane asked what outside visits entailed. Director Warner explained these could be presentations to various organizations and/or classroom visits promoting the Summer Reading program.

b. Staff Changes – No Comments

7. Staff & Foundation Reports

a. Library Director's Report

Director Warner reported that a zip code survey of callers to telephone reference showed that approximately 80% of callers are from our service area.

Commissioner Cusack stated she appreciated the recommendation to contact legislators.

Lastly Director Warner commented that we're trying to determine if database figures are actually down or if the information we are receiving from our vendors is inaccurate.

b. GRPL Foundation President's Report

1. Resolution to Approve Lease Agreement with the Grand Rapids Public Library Foundation

President Meyering reported that Mr. Jakel worked to put together a lease agreement between the Library and the Foundation and that the Foundation has secured a payroll processing firm.

Brief discussion occurred regarding the lease agreement and it was asked that storage space be included, in addition to work spaces, under item #2.

MOVED by Commissioner Botts, seconded by Commissioner VanderVelde, that the Board of Library Commissioners of the City of Grand Rapids, approves the Lease Agreement of Library office space, copy services, parking spaces, server space and other incidental services to the Grand Rapids Public Library Foundation for \$1 and other good and valuable

consideration for one year beginning on the last date of signing by both parties. Unanimously carried.

Mr. Hoffius stated that the agreement was also discussed at the Foundation's Executive Committee meeting earlier that day, where it was also approved.

Mr. Hoffius reported that the Foundation discussed having Library Commissioners participate with fundraising if they were interested. President Meyering urged the Board to participate. Ms. Lewis stated that once committees were established, that information would be shared with the Library Board.

c. Financial Update

Mr. Jakel gave a brief overview of revenues and expenditures and reported that the budget is still substantially below budget and he anticipates a surplus at year end. He did report that state aid has been reduced for the current year however we are not spending as much with the Cooperative so we will be able to absorb that reduction. He stated that we will also have money to reserve for the building improvement fund.

8. Old Business – None

9. New Business

a. Main Library & Branch Hours Proposal

Ms. Corrado briefly summarized the proposal for changes to hours at both the Main Library and branches. After conducting and analyzing surveys given to patrons and staff, she is recommending that the Main Library remain open on Friday and Saturday evenings until 6PM and that branch hours shift to 10AM until 6PM on Saturday. This change will allow for consistency in hours between Main and the branches as well as meet the needs of patrons by staying open until 6PM.

President Meyering stated that this proposal is for review at this meeting and will be brought back in June for a vote.

b. Resolution to Approve Purchase of Automated Parking System

Mr. Jakel stated that the purchase of this equipment will save the Library approximately \$50,000 a year and the return on the original investment should be realized in just over a year. He noted that both the City and Ellis are moving to these systems as well.

Brief discussion occurred with concerns expressed by both Commissioner Lumpkins and VanderVelde regarding the fact that our attendants may lose their jobs as a result of the new system.

MOVED by Commissioner Botts, seconded by Commissioner Cusack that the Board of Library Commissioners of the City of Grand Rapids approves the purchase of one installed AGP 6800 Pay in Lane device for \$59,647 and one AR 100 Automatic Encoder for \$875 from Traffic & Safety Control Systems, Inc. Motion carried (4 yea/1 no/1 abstention).

10. Information Items – No Comments
11. Grand Rapids Employees Independent Union, Library Rank & File and Supervisory Units – No Report
12. Agenda Items for Regular Board Meeting (June 30, 2009)
 - a. Request from Literacy Center of West Michigan
 - b. Service Awards
 - c. Operational Plan Update
 - d. Collaborative Groups Review
 - e. Main Library & Branch Hours Resolution
13. Public Comments – None

Meeting adjourned at 6:54PM.