

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

October 27, 2009

President Meyering 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, Meyering, VanderVelde and Witteveen-Lane

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

Others Present: Nadine Klein, Assistant City Attorney; Jane DeVries, GREIU Representative; Marcie Lewis and Carla Grant, Library Foundation

2. Public Comments on Agenda Items – None

3. Approval of Minutes of the Regular Board Meeting of 9/29/09

MOVED by Commissioner Cusack, seconded by Commissioner Blickley, to approve the minutes of the Regular Board Meeting of September 29, 2009. Unanimously carried.

4. Board Comments

Commissioner Cusack congratulated the staff on the Celebration of the Book event; she commented it was very well executed and the programs she attended were very good. She also thanked the Foundation for their support. Commissioner VanderVelde agreed.

5. Committee Reports – None

6. Other Reports

- a. Statistical Report for September 2009
- b. Staff Changes Report

Commissioner Botts asked if the steady decrease in patron visits and circulation at Ottawa Hills was being discussed. The Director stated that we are working on some specific marketing for that branch.

Commissioner Lumpkins reported that one of the library's new hires was an intern from Jubilee Jobs. She thanked the library for being supportive of that program.

7. Staff & Foundation Reports

a. Library Director's Report

The Director reported that she spent a fair amount of time involved with the Public Library Association during October. She represented PLA at a two state conference in Minneapolis, presented by the Gates Foundation, regarding library advocacy. She also attended the PLA board meeting in Chicago. She reported that she has also been asked to stand for election of PLA president in 2012. This would involve some time commitment and travel. Commissioner Lumpkins stated it would be an honor for Director Warner to represent Grand Rapids in that capacity.

Commissioner Lumpkins commented on the many services the library provides to its patrons. Commissioner Cusack added that we really are an integral part of the community.

Commissioner Witteveen-Lane inquired about the Director's executive coaching. Director Warner reported she has been spending about an hour each month on the phone with Judy Brown for the past two months. She stated she will email the board her notes and readings that Ms. Brown has suggested.

b. GRPL Foundation President's Report

Ms. Lewis stated the Foundation received a \$50,000 gift from the estate of Caroline Schoonbeck who recently passed away. In 1996, Ms. Schoonbeck gave an anonymous gift of \$50,000 which started the endowment.

Ms. Lewis introduced Carla Grant, the Foundation's treasurer, who is serving her second term on the Board.

c. Financial Update

Mr. Jakel reported that property tax and penal fine revenues have been received and added to the budget. Overall the budget appears to be in good shape; total expenses are still under budget and we are showing a large surplus at this time.

8. Old Business – None

9. New Business

Commissioner Lumpkins asked if the Library had any plans in place regarding the flu. The Director stated that we do have a plan to follow and will keep the Board apprised if need be. She added that hand sanitizers have been installed in all branches and in all departments.

President Meyering stated that Gayle Schaub held a seat on the LSTA Advisory Council while she was a board member. Since she is now an employee, that seat is available. The Director stated it would be beneficial to fill that seat and if anyone has questions to please contact her.

10. Information Items

- a. Media Index
- b. Board & Administrator – October 2009

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

Ms. DeVries stated that Emily Sazima, from Ottawa Hills, and Angela Black, from Reference, were recently elected as new stewards.

12. Agenda Items for Regular Board Meeting (November 24, 2009)

- a. Nominating Committee for 2010 Officers
- b. Operational Plan Final Update

After a brief discussion, it was decided to start the Director's evaluation discussion meeting at 4:30PM on November 24 instead of 5:00PM

13. Public Comments – None

Meeting adjourned at 6:35PM.