

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

September 30, 2008

President Meyering called the meeting of the Board of Library Commissioners of the City of Grand Rapids to order at 6:00PM in the Boardroom of 111 Library St. NE.

1. Roll Call

Board Members Present: Blickley, Botts, Cusack (6:02PM), Lumpkins, Meyering and VanderVelde

Administration Present: Baar, Jakel and Warner

Others Present: Dan Ophoff, Assistant City Attorney; Troy Hoyles, GREIU; Amy Alkema, Carolyn Calabrese, Kalista Castine, Tonya Deans, Marla Ehlers, Marianne Gardner, Barb Kaczanowski and Rebecca Mayne, staff

2. Service Award Presentations

Director Warner presented service awards to Ms. Alkema, Ms. Calabrese, Ms. Castine, Ms. Deans, Ms. Gardner, Ms. Kaczanowski and Ms. Mayne. On behalf of the Board, she thanked each one of them for their hard work and service to the Library.

3. Presentation – Marcie Lewis, Grand Rapids Public Library Foundation

Ms. Lewis announced that Mr. Hoffius would not be able to attend this evening's meeting due to a previous commitment. She reported that the Foundation announced their name change and unveiled their new logo at a well attended event on September 9. Also discussed were new initiatives in raising funds for the Library. The Board had no further questions regarding grants that were funded in August.

President Meyering commented that the Foundation Board is a very passionate group of individuals who are truly committed to the Library.

4. Public Comments on Agenda Items – None

5. Approval of Minutes of the Regular Board Meeting of 7/29/08

MOVED by Commissioner Blickley, seconded by Commissioner Lumpkins, to approve the minutes of the Regular Board Meeting of July 29, 2008. Unanimously carried.

6. Board Comments

Commissioner Botts offered his congratulations and commented that he was at the Library upon opening on the first morning of the new Evergreen catalog and that staff were eager to help.

Commissioner Blickley commented on the lineup for Celebration of the Book. She was regretful that she will not be able to attend. Commissioner Lumpkins offered her regrets that she will not be able to attend as well.

Commissioner Lumpkins thanked Mr. Baar for attending the Jubilee Jobs event and for having an intern at the Library.

7. Committee Reports

Commissioner Blickley distributed a summary report she prepared on the Legislative Breakfast. Commissioner Cusack commented that the Library needs to keep its name in the forefront of legislators' minds, both on the local and state levels, because there is so much competition for funding. Commissioner VanderVelde proposed a follow-up message to those who were invited but did not attend.

8. Other Reports

- a. Statistical Report for August 2008
- b. Staff Changes Report

Commissioner Botts commented on staff terminations.

9. Staff Reports

- a. Library Director's Report

Director Warner reported that at eleven minutes to 9:00AM on Monday morning, the new Evergreen catalog was up and running! The transition of data took much longer than anyone anticipated probably due to the fact that we have been told we are the largest Evergreen migration to date. She stated that of the few number of complaints received, about 50% of those have come from outside of our library system and about 80% of those from our system are simply misinformed patrons.

Ms. Ehlers reported there were some Evergreen glitches but most patrons did not notice. She stated that with the MelCat implementation tentatively set for March, patron borrowing should be seamless. She added that we have been paying attention to patron requests and Mr. Hoyles has ordered

about \$5000 worth of patron requested materials in the past couple of weeks.

Discussion occurred regarding closing Yankee Clipper on Election Day. Director Warner stated that Yankee originally had two precincts voting at their location but now only have one so it should not be as much of an issue. Maintenance staff also works closely with that location to anticipate any problems.

Discussion occurred regarding online sale of materials. Director Warner stated that these are duplicate materials or materials that have more value than could be gained from selling them in the Friends Book Store. The funds received will be going into Local History or back to the Friends.

b. GRPL Foundation President's Report

There were no additional questions or comments.

c. Financial Update

Mr. Jakel distributed a short list of potential amendments to the FY09 budget. Discussion occurred. He explained that while two of the amendments will nearly offset each other the three additional amendments will cause a deficit budget by a projected amount of approximately \$28,000. However he did note that a savings usually occurs in the area of compensation which should overcome the deficit by year end. Mr. Jakel alerted the Board that action on these amendments would come to them at the October meeting.

Mr. Jakel then distributed a request to adjust the mileage reimbursement rate to be consistent with the IRS rate.

MOVED by Commissioner Botts, seconded by Commissioner Cusack, that the Board of Library Commissioners of the City of Grand Rapids adopt the IRS standard mileage rate, which is presently at 58.5 cents per mile, as the rate at which employees shall be reimbursed for mileage driven in their own vehicle on Library official business, effective October 1, 2008 and change such rate effective whenever the IRS changes the standard mileage rate. Unanimously carried.

10. Old Business

a. Non-Represented Staff Benefits

Mr. Baar distributed a draft summary of proposed compensation changes for Library non-represented staff that was originally prepared by the City for their non-represented staff but slightly modified for the benefit of the Library.

Mr. Ophoff suggested the Board form a sub-committee to discuss and further review the proposed changes. Commissioners Cusack, Botts and VanderVelde volunteered, Mr. Baar will be the staff liaison. President Meyering asked Commissioner Cusack if she would chair that committee and she agreed.

11. New Business

a. Board Member Vacancy & Replacement

Mr. Ophoff suggested the Board put together a formal application and then interview for a replacement. Interviews can take place during an open meeting and then the Board can choose and appoint a replacement to fill the vacancy until the next primary election in 2009. President Meyering and Director Warner will work together on an application and getting the vacancy announcement into the GR Press, GR Times, El Vocero and onto the webpage. The Board felt they would like to have a replacement in place by December.

b. Library Plaza Name Change

Director Warner stated that the City, as a courtesy, is asking the Board if they are opposed to changing Library Plaza to Bostwick Avenue.

MOVED by Commissioner Botts, seconded by Commissioner VanderVelde, that the Board of Library Commissioners of the City of Grand Rapids supports changing Library Plaza to Bostwick Avenue. Unanimously carried.

12. Information Items

- a. Media Index
- b. Board & Administrator – August & September 2008
- c. Statistical Week Summary – FY08
- d. Summer Reading Program Statistics – 2008

No comments.

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

No comments.

14. Agenda Items for Regular Board Meeting (October 28, 2008)

- a. FY09 Budget Amendments
- b. Non-Represented Staff Benefits

15. Public Comments – None

Meeting adjourned at 7:25PM.