

On Tuesday, April 15, 2014 library board of trustee's vice-president, Tracy Schwind, called to order the regularly scheduled monthly Library Board of Trustees meeting at noon.

Present: Ken Croken, Tom Engelmann, Steve Imming, Judi Lance, Dave Iglehart, Sylvia Roba and Tracy Schwind. Absent: Greg Lundgren

Others present: KennethWayne Thompson, Library Director, Amy Groskopf, Associate Director of Library Resources and Karen Neal, recorder.

1. Consent Agenda

- A. Roll Call
- B. Approval of Agenda
- C. Approval of March 18, 2014 board minutes
- D. Financial Reports

Imming made a motion to approve the Consent Agenda with a second from Iglehart. Motion passed with all ayes.

FRIENDS –

Thompson reported for Ian Russell, President of the FRIENDS:

- To date, the Stay @ Home & Read Ball has garnered \$2031. He hopes this will become an annual affair to raise money and build upon the membership base.
- Birdies for Charity is the next planned fundraising event.
- FRIENDS looking for approval to sign up for the Amazon Smile Foundation.
- Reminder of the annual meeting on Thursday, April 24 at the Fairmount Branch Library.
- And yet another reminder that they are always looking for new members, as well.

Discussion ensued among board members about possibly being able to optimize the search field for the Amazon Smile program. Might the FRIENDS want to consider doing a mass mailing and/or other advertising that they participate in this Amazon program. General discussion that maybe a little research by the FRIENDS board members could uncover other fundraising efforts.

Thompson will share the trustee thoughts with the FRIENDS board members.

COMMITTEE REPORTS

Buildings/Grounds – Schwind reported that there was a meeting last week with school and city officials and library staff regarding the continuing efforts to establish the Creative Arts Academy at the Main Library. Lots of wheels in motion including City Legal staff drawing up the 28e Agreement, architect Greg Gowey drawing up renovation plans to set the bid process in motion, dealing with the very tight time constraints for the renovation process and the flow of money necessary to bridge the gap of construction and the first payment from the schools that will include construction costs. Schwind commented that it was a very good meeting with all. The opinion is that this will elevate the Library as a downtown anchor.

Planning – Imming asked if the revised Long Term Plan could be introduced at the June board meeting instead of the July meeting which Thompson originally committed to. Thompson did not feel this change of due date was a problem.

Recently in the QC Times there was information about Rock Island Public Library and downloading eBooks. Groskopf commented that staff hands out information at the front desks about downloading books and with the planned upgrade to the software in June or July, downloading will become as easy as searching the catalog.

Discussion ensued on a variety of ways the Library could advertise amenities including printing messages on date due slips, emails sent with an added message, etc.

DIRECTOR'S REPORT

- Thompson briefly reviewed personnel-related issues including interviews going on this month for Special Collections Supervisor, Marketing & Programming Coordinator and Reference Supervisor; continuing safety and security training for staff and congratulations to Rita Specht, Supervising Reference Librarian who retired last Friday after nearly 47 years. The half day in-service on May 12th will be dedicated to safety and security.
- Book donations will no longer be accepted at the Main Library and the book sale area at the Main Library will be discontinued in the coming months.
- Spring cleaning at the Main Library continues and with the expected re-carpeting (going out to bid) later this year, staff is being encouraged to purge and think of new and more efficient ways to redesign their work spaces.
- At the suggestion of one of our customer service teams, we purchased small cloth bags for sale at \$2 each and the response has been fairly overwhelming. They are walking advertisements for the library.
- IT staff has nearly completed the upgrade of staff computers from Windows XP to Windows 7. New public computers for Main will be installed this month.

Croken asked if the significant homeless population will impact the Creative Arts Academy. Thompson thought the Creative Arts Academy may, in fact, positively affect the demographics of visitors to the library. Thompson commented that he's talked to some agencies in the past but will plan to pick up the torch again and revisit the homeless populace to see if behaviors can be modified.

NEW BUSINESS – Review and re-approval of Materials Selection Policy

Many questions were asked about sections of the Materials Selection Policy. Being it had been nearly three years since its last review and, given the newest five members of the board had never seen the policy, it made for a spirited discussion. Board members proposed moving the 4th paragraph regarding the Board of Trustees overview of the policy to the first paragraph. Otherwise, with all other changes proposed and approved, Iglehart made a motion to approve the Materials Selection Policy with a second from Imming. Motion passed with all eyes.

With no further business, the meeting was adjourned at 1:05 pm.

Respectfully submitted,

Karen Neal, recorder