

On Tuesday, March 17, 2015 Library Board of Trustees President, Steve Imming, called to order the regular monthly board meeting at 12:04 p.m.

Present: Craig Cooper, Dave Iglehart, Steve Imming, Judie Lance and Amanda Motto. Tom Engelmann arrived a few minutes late. Absent: Matt Casillas, Jimmy Holt & Sylvia Roba

Others present: Amy Groskopf, Interim Library Director; Sue Anderson, Operations Manager; Tracy Moore, Development Officer; and Kasey Shipley, Recorder.

1. Consent Agenda
 - a. Roll Call
 - b. Approval of Agenda
 - c. Approval of February 17, 2015 board minutes
 - d. Financial Reports

Iglehart motioned to approve the Consent Agenda with a second by Lance. All present approved the motion.

2. Reports

FRIENDS Report—Groskopf reported from last week's FRIENDS meeting that the Bowling Ball invitations are in the mail, the new FRIENDS' website is up and the audit Request for Proposal has been sent out. Ian Russell is stepping down as president in April and a successor has yet to be named. Laura Hoss' term expires as well. She is the treasurer and has another employee from Doyle & Keenan to take her spot on the board. The Bowling Ball event on Saturday, April 18 from 6:30-9:30 p.m. will include a Wine Pull. If you have a bottle of wine you'd like to donate to this raffle, please bring to the Library Business Office. Moore will be asking local restaurants for wine donations as well.

Finance Committee—no report

Personnel Committee—defer to later agenda item

Director's Report—Groskopf noted that Paragon Commercial Interiors will be installing new office furniture in four offices at the Main Library, likely in May, with the offices being painted beforehand. Anderson continues to work towards filling open staff positions. The day-to-day operation of the Creative Arts Academy is going smoothly with only a few small communication issues noted. The school seems to be a good fit at the Main Library. No word on the funding or start of the 4th Street beautification project. Holt created a design and Moore is working on funding to improve the look of the library on that side of the building. In answer to a Union Negotiation question, Groskopf stated the Library AFSCME contract is very similar to the City AFSCME with some unique features regarding Sunday hours and shift differentials to name two. There is a civil rights complaint filed by a library user who was asked to leave for viewing inappropriate material on his computer in the library. User believes it was because of their race. Anderson reported that we may not hear anything back from Des Moines for three months or more. Past complaints have come back unjustified.

3. Old Business

Library Union Negotiation Update—Contract was ratified by the union and includes general wage increase of 2.5%, 2% and 2% over the next three years.

Library Director Vacancy—The director position was discussed at length. The mayor has requested the board to hold off the hiring for a few months and the library is posting two supervisory positions in late March, hoping to get those filled before the appointment of a library director. This will be discussed further at the April board meeting. Other notes from the conversation include the board wanting to be more engaged with the library and director; if there is the opportunity for the board members to be advocates for the library at any level, please pass along information to them. A “dashboard of statistics” that point out facts on how the library is doing at a glance was a suggestion to staff.

4. New Business

Review of Sponsorship Policy—Discussion ensued over changes proposed to this policy that include naming rights and name recognition. Imming suggested taking to City Legal before changes are adopted, as an attorney on the FRIENDS Board indicated it may be wise to have a legal review. There was a point made that any large donations should be routed through the FRIENDS as the non-profit entity, but also noted that bequests are sometimes not known until the donor has passed; add wording to policy to encourage donations to the FRIENDS under Direct Monetary Donations. Another aspect covered was designating naming levels. Should an amount be in policy for certain naming rights? Some thought case-by-case would be better. Renovations for the Main Library are in the works and having this document updated is relevant. Board will continue to work on the wording.

5. With no further business, a motion to adjourn was made by Engelmann at 1:05 p.m. and seconded by Cooper.

Respectfully submitted,
Kasey Shipley, Recorder