

**Kalamazoo Public Library
OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
REGULAR SESSION**

DATE: February 26, 2007
TIME: 4:00 p.m.
LOCATION: Central Library
Board Room
315 S. Rose Street
Kalamazoo, MI 49007

President Addison called the meeting to order at 4:00 p.m.

PRELIMINARY BUSINESS

Roll Call: All Trustees were present: Cynthia Addison, Donald Brown, Robert Brown, Loren Dykstra, Lisa Godfrey, James VanderRoest and Valerie Wright.

Agenda Approval: The agenda was amended to move the "Follow Up to Planning Session item from the "reports" section to "recommendations."

I. RECOGNITIONS, RESOLUTIONS, COMMUNICATIONS

There were no recognitions, resolutions or communications.

II. PERSONS REQUESTING TO ADDRESS THE BOARD

No one addressed the board.

III. CONSENT CALENDAR

- A. Minutes of the January 15, 2006 Regular Meeting
- B. Personnel Items

New Hire:

Kristen Larson was hired for the new KPLA cataloger position in CAMP within Technical Services/Information Technology effective March 16, 2007. She is an August 2006 graduate of Wayne State University's Library and Information Science program and comes to us most recently from the Three Rivers Public Library and previously, a 4-year tenure as an acquisitions/cataloging assistant at Grand Rapids Community College Library.

Transfer:

Lauri Bouma transferred from the position of full-time library assistant 4 at Washington Square Branch within Youth and Branch Services to the newly created position of full-time library assistant 4 in CAMP within Technical Services/Information Technology effective February 1, 2007.

Transfer/Promotion:

Amy Clark transferred from the position of full-time library assistant 3 in the Children's Room to full-time library assistant 4 at Washington Square Branch effective February 16, 2007; both positions are within Youth and Branch Services.

Disposition: The board accepted the Minutes of the Meeting of January 15, 2006 and the Personnel Items as presented.

IV. FINANCIAL REPORTS

A. Financial Reports for the Period Ending January 31, 2007

Recommendation: A. Rohrbaugh recommended the board accept the Financial Reports for the Period Ending January 31, 2007 as presented.

MOTION: L. GODFREY MOVED AND L. DYKSTRA SUPPORTED ACCEPTANCE OF THE FINANCIAL REPORTS FOR THE PERIOD ENDING JANUARY 31, 2007.



Motion carried 7-0.

B. Financial Tutorial: Impact of Pfizer Cuts and State Aid Reductions

Presentation: Diane Schiller, Head of Finance & Budget, explained the financial impact on KPL of several possible scenarios, depending upon Pfizer actions. In a worst case scenario, that is if Pfizer razes building 300 in downtown Kalamazoo or it is removed from tax rolls, the resulting loss to the taxable value would cost KPL about \$150,000/year.

The governor's executive order to cut per capita funding for cooperatives, public libraries, and public libraries who are members of cooperatives, will not change revenue this year, but will likely reduce state aid to KPL by about \$35,000 next year.

Discussion: Director Rohrbaugh pointed out our cooperative, Southwest Michigan Library Cooperative, is unusual in assessing members only 50% of state aid received by libraries that are members of cooperatives. If they assessed the full 100% allowed by law, it would be difficult for small libraries to pay. She feels the future of cooperatives is in jeopardy. Services they offer, such as MelCat delivery, training and consulting are valuable to small libraries, but less essential to a library of our size, with the expertise on our staff or the ability to pay for it directly. We would miss state funding of the MelCat database.

Disposition: The board received the information.

V. REPORTS AND RECOMMENDATIONS

Action Items

A. Shared Leave Plan

Recommendation: The director recommended the board authorize the deputy director/library administration to sign letters of agreement with the Kalamazoo Professional Librarians Association (KPLA) and the Kalamazoo Public Library Support Personnel Association (KPLSP). The letters will amend the respective collective bargaining Agreements to enact a Shared Leave Program, beginning in June 2007 and remaining in force through the duration of the Agreements.

MOTION: L. GODFREY MOVED AND V. WRIGHT SUPPORTED APPROVAL OF THE DIRECTOR'S MOTION AS RECOMMENDED.

Executive Summary:

At the December, 2006 Board meeting, the Library Board authorized the director to work with KPLA and KPLSP to develop letters of agreement that would serve as a means to enact a Shared Leave Program. The letters of agreement were advised by the library's attorney because a Shared Leave Program constitutes a fringe benefit and therefore must be negotiated. They require board approval since they represent a change in the current board-approved collective bargaining Agreements.



Motion carried 7-0.

B. Follow Up to Planning Session

Recommendation: A. Rohrbaugh recommended the board schedule a 4:00 p.m April 9 meeting to complete the work begun at the first facilitated planning session held February 19.

MOTION: L. GODFREY MOVED AND J. VANDERROEST SUPPORTED THE MOTION TO SCHEDULE A FOLLOW UP BOARD PLANNING SESSION FOR 4:00 P.M. APRIL 9.



Motion carried 7-0.

Reports

C. Radio Frequency Identification (RFID) In-Service

Presentation: Dr. Stacy Nowicki, Director of the Kalamazoo College Upjohn Library, and Mary Griswold, circulation supervisor, talked about their experience implementing RFID and its advantages and disadvantages.

Disposition: Trustees expressed their appreciation to the presenters and thanked them for the information shared.

VI. COMMITTEE REPORTS

Finance & Budget Committee/Personnel Committee

Both committees reviewed the health care savings plan currently under consideration.

Building Committee

A. Rohrbaugh said the full building committee met with Kingscott; three plans were proposed for the central rotunda area. A favorite was selected with the request to include some elements of the other plans. The revised plan will be developed for the next meeting including pricing and possible sequence of work. Also considered were materials that could be used to replace carpet on public staircases. The committee plans to meet prior to the next board meeting to review the revised plan and consider cost, sequence and priorities.

Endowment Committee

L. Godfrey indicated the committee was waiting to schedule a meeting until a Friends' representative was added, which has now occurred. They plan to meet and bring a recommendation to the board, perhaps to re-structure the committee.

Millage Committee

C. Addison indicated she and L. Godfrey met with administrators to discuss issues related to a millage election. They have a tentative plan, including a request for renewal on the May 2008 ballot. She asked trustees to submit to her suggestions for honorary chairs and members for a citizens committee whose primary function would be fundraising. A recommendation regarding the timing and nature of a campaign for a renewal of 2.88 mills as rolled back by Headlee for 20 years will be brought to the board.

A. Rohrbaugh confirmed with the board's attorney what the rate/Headlee would be; that KPL may pay for the election; KPL resources may be used for informational but not advocacy purposes; a committee may not be treated any differently than a committee urging a "no" vote; the committee would have to be a legally registered separate group with an official treasurer required to follow state campaign and reporting guidelines; Friends of the Library may not provide funds for a campaign from their treasury, but could raise funds.

In general, campaign rules are more restrictive than in the past. For instance, we can still obtain a voter list, but may no longer match it against our patron database.

VII. OTHER BUSINESS

A. Directors Report

A. Rohrbaugh told trustees we now have a "Readers' Blog" linked from the home page of our website. Staff will be writing about favorite books and other related items and providing

blurbs about materials in our collection. She also highlighted several items from her written report:

- 1) A hall monitor provided by Douglass Community Assn. seems to be having a positive influence.
- 2) Non-represented staff who met with a representative of MERS regarding the health care savings plan they offer were enthusiastic and supportive of participation. A resolution for approval will be brought to the March board meeting.
- 3) AV weeding has begun in earnest with videos and audiocassettes being targeted first.

In response to questions from trustees about other written items, A. Rohrbaugh will check with legal counsel to see if same sex domestic partner benefits provided by contract remain in effect if our labor contract(s) would be renegotiated without changes. S. Warner explained the "League of Letters" program developed for 'tweens as part of an effort to keep them as library patrons.

VIII. PERSONS REQUESTING TO ADDRESS THE BOARD

No one addressed the board.

IX. TRUSTEE COMMENTS

R. Brown described a conversation with an adult male patron younger than 25 who wants to be a self-sufficient library user, but has been frustrated trying to find the information he needs from the catalog. K. Steadman, Head of Adult Services, noted it has been three years since we decided what to display in the catalog; there are a number of things we can look at to see if we can improve intuitive use.

V. Wright described a positive interaction she had as a result of wearing her Reading Together promotional button.

L. Godfrey said although she is possessive about library buildings in their current form she has become a little more receptive to change at central recently after visiting branches. She was pleased to see the integration of the some collections at Washington Square and new projects at Oshtemo, including a coffee cart for use by the public.

C. Addison acknowledged the depth and breadth of Reading Together programming would be impossible without the volunteer component from various sectors of the community.

X. ADJOURNMENT

Hearing no objections, President Addison adjourned the meeting of the Kalamazoo Public Library Board of Trustees at 5:27 p.m.

Loren Dykstra, Secretary