

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

DATE: September 22, 2008
 TIME: 4:00 p.m.
 LOCATION: Eastwood Branch Library
 Meeting Room – Lower Level
 1112 Gayle Street
 Kalamazoo, MI 49001

REGULAR SESSION

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

PRELIMINARY BUSINESS

Roll Call: All Trustees were present: Cynthia Addison, Robert Brown, Loren Dykstra, Lisa Godfrey, Cheryl TenBrink , James Vander Roest and Valerie Wright.

Agenda Approval: The agenda was accepted as presented.

I. RECOGNITIONS, RESOLUTIONS, COMMUNICATIONS

A. Authorization to Use Additional Banking Resolution

Recommendation: Director Rohrbaugh recommended the board adopt a resolution to authorize Kalamazoo Public Library to do business with Bank of America and to authorize the President and Secretary to sign the Resolution Certificate and Agreement required by Bank of America.

Executive Summary: Kalamazoo Public Library has been doing business with LaSalle Bank for some time. La Salle was recently purchased by Bank of America; in order to establish a relationship with Bank of America the resolution must be adopted and the documents signed.

MOTION: J. VANDER ROEST MOVED AND L. GODFREY SUPPORTED THE MOTION TO APPROVE THE RECOMMENDATION REGARDING THE BANK OF AMERICA RESOLUTION AS PRESENTED.

Roll Call Vote: L. Dykstra – yes; J. Vander Roest – yes; R. Brown – yes; C. TenBrink – yes; C. Addison – yes; L. Godfrey – yes; V. Wright – yes.



Motion carried 7-0.

II. PERSONS REQUESTING TO ADDRESS THE BOARD

No one addressed the board.

III. CONSENT CALENDAR

A. Minutes of the board meeting of August 25, 2008

B. Personnel Items

No items this month.

Disposition: The board accepted the Minutes of the Meeting August 25, 2008 as presented.

IV. FINANCIAL REPORTS

A. Financial Reports for the Period Ending August 31, 2008

Recommendation: **A. Rohrbaugh recommended the board accept the Financial Reports for the Period Ending August 31, 2008 as presented.**

MOTION: **R. BROWN MOVED AND J. VANDER ROEST SUPPORTED ACCEPTANCE OF THE FINANCIAL REPORTS FOR THE PERIOD ENDING August 31, 2008.**

Executive
Summary:

The director said the audit is complete; she expects to bring the audit to the October board meeting



Motion carried 7-0.

V. REPORTS AND RECOMMENDATIONS

ACTION ITEM

A. Millage Ballot Language Authorization

Recommendation: **Director Rohrbaugh recommended the board authorize her to begin the process of drafting ballot language for renewal of the 1990 operational millage rate at 2.7782 mills.**

MOTION: **L. GODFREY MOVED AND J. VANDER ROEST SUPPORTED AUTHORIZATION FOR THE DIRECTOR TO BEGIN DRAFTING BALLOT LANGUAGE FOR RENEWAL OF THE 1990 OPERATIONAL MILLAGE RATE AT 2.7782 MILLS.**

Executive
Summary:

A millage planning committee of staff and board has been meeting over the past months. After considerable discussion, the planning committee is recommending voters be asked to renew the current levy of that portion of the total library operational millage which expires on December 31, 2009, that is, 2.7782 mills. (2.88 mills was approved in 1990 for a period of twenty years. It has been reduced by the Headlee Amendment to 2.7782 mills.)

She provided trustees with "The Case for Kalamazoo Public Library," a statement of key facts about the millage renewal, our place in the community, and services that support our vision.

As the board is aware, the committee also spent considerable time discussing the timing of the vote; as of now, May 5, 2009 seems to be the most logical date.

She indicated she expects to return to the board at the October meeting with a recommendation to approve the ballot language, authorize the request to be on the ballot, and set the date.

Discussion:

In response to a question from R. Brown, A. Rohrbaugh said we want to be able to call our request a "renewal of the current rate." Eventually it will be rolled back by Headlee. The millage committee, after much consideration feels the library can operate on that amount of funding and that it will be more acceptable to our supporters than 2.88 mills, which would mean the request would have to be called an increase.

L. Godfrey said the millage committee felt 2.7782 is a sufficient amount to ask voters to approve. The way the statute is written was a major consideration because of the wording that would be required on the ballot. It has taken a couple of Headlee rollbacks to get us down to the 2.7782 rate.



Motion carried 7-0.

B. Summer Reading Report

Presentation: Kevin King, Steve Siebers and Susan Warner provided a wrap up report on the summer reading games and activities for adults, teens, 'tweens and children. S. Siebers reported the "Read to Me" pre-school game experienced a big increase in sign up and participation. The school age game rewarded reading at least 15 minutes every day this year rather than the number of books read, as in the past, to encourage children to read the whole summer. Also fewer, but more substantial, prizes were awarded to those who participated. Numbers were up for this game as well. He also noted the first day after school was out for the summer, 11 T.A.B. volunteers spent four hours helping to do face painting for students who signed up for summer reading, and that a program at Powell featuring acrobats attracted 350 attendees!

S. Warner reported we worked with KPS personnel to implement a slightly modified summer reading game for children who attended K-3 summer school this year. We tried to be as careful of their intense school schedule as much as possible; teachers actually ran the program and distributed the prizes. Northeastern students visited Eastwood library for a story time and to borrow books. Milwood is not within walking distance of one of our buildings, so staff delivered written materials to the students there. We hope the schools feel it was a good effort and will want to continue the program next year.

She also reported there were good increases in participation in both the teen and 'tween games. Separating 'tweens from the children's game and providing a game designed for them has helped to keep their interest and to keep them in the program as they are eligible to graduate to the teen game.

K. King reported over 900 adults signed up for the reading game, the second highest total since we began the adult program. Readership was about 38%. 8,796 books were read by patrons, which represented an average of 25 books per person. He thinks numbers are up since the children's room desk and the first floor desk signed up adults this year which made it more convenient for adults with children. Adult programming was also very successful; we are finding our niche.

Disposition: Trustees received the reports, thanked the presenters, and asked that their appreciation be passed on to staff for all their efforts to provide these successful summer programs.

C. New AV Services

Presentation: Kevin King announced we have purchased 10 3rd generation iPod nanos, and will soon have them available to lend; each holds about 25 unabridged books. When we begin checking them out to patrons, we will also lend an AC adaptor for recharging. We will also be purchasing 5 4th generation nanos which can provide video; they also hold about 2000 songs.

We will also begin lending five of the upgraded Sony Reader, which each hold about 160 books; one charge yields about 160 page turnings.

We'll be working toward getting the e-book selections into the catalog so patrons know we have them. He also is considering setting up some of the iPods and e-books on specific topics, like mysteries, Oprah selections, etc.

Disposition: Board members were pleased to hear about these new AV services.

B. COMMITTEE REPORTS

Finance & Budget Committee

J. Vander Roest: the committee will meet soon to review the audit.

Personnel Committee

R. Brown: the personnel committee has not met.

Building Committee

A. Rohrbaugh: reported carpeting is almost finished – yet to complete is teen which should be completed shortly. Architectural plans for the circulation area at central library have been finalized and will soon go to Miller-Davis Company to cost out the project. Once we have a handle on expected costs we will decide how to proceed.

Millage Committee

L. Godfrey: the committee produced the Case Statement distributed earlier in the meeting; Mary Doud and Kevin King provided the creative input for that. They are working on developing communication mechanisms.

V. Wright appreciated the talking points addressed by the document.

Endowment Committee

V. Wright: The committee did not meet.

VII. OTHER BUSINESS

A. Directors Report

The director asked Ernie Clemence, Facilities Manager, to give a brief report on the recent heavy rain and resulting building issues.

E. Clemence said he measured 13 inches of water over the last weekend; we haven't had this much rain in his 20 year career at KPL. Although we had some leaks at every building, given the rain received we didn't have much damage. At Washington Square, although we didn't have any flooding, over the last few days, the ground water has risen and we did have some flooding there; that is now receding and we are extracting what is left. It could easily have been much worse. L. Godfrey said we have had problems at all locations in the past, but with E. Clemence's leadership, we have solved many of the problems and so were able to withstand a hundred years' flood successfully. A. Rohrbaugh agreed that we have good maintenance and do a lot of preventive maintenance.

A. Rohrbaugh didn't highlight any items in her written report but answered a few questions on various items.

Disposition: **Trustees received the report.**

VIII. PERSONS REQUESTING TO ADDRESS THE BOARD

Mr. Jim Allen addressed the board. He commended the library on its services, but was concerned about the level of millage assessed by the library, particularly with the current economic conditions. He asked them to consider reducing the operating costs, perhaps by .1 mill. It was his feeling the community might be better served by a "Buick" library than the "Cadillac" we have. He said he has heard many comments from people saying we need to bring it down a little bit more.

Disposition: President Wright thanked Mr. Allen for his comments.

IX. TRUSTEE COMMENTS

R. Brown was disappointed the summer reading party had to be cancelled.

V. Wright hopes there will be another opportunity for trustees to encourage promotional shots for library patrons in support of KPL that had been planned for the end of summer reading party.

X. ADJOURNMENT

Hearing no objection, President Wright adjourned the meeting of the Kalamazoo Public Library Board of Trustees at 5:26 p.m.

Cheryl TenBrink, Secretary