

MINUTES OF BOARD OF TRUSTEES MEETING

Siouxland Libraries

Humboldt Branch Library

Wednesday, July 13, 2011

1. Roll Call and declaration of quorum. The meeting was called to order at 4:35 PM by Joel Rosenthal. Present: Tim Gebhart, Cindy Heiberger, Joel Rosenthal, Quinn Stein, Kim Regnier, Dee Dee Raap, Jodi Fick (Interim Library Director). Staff present: Cynthia Winn, Joan Reddy. Mark Aspaas, from Architecture Incorporated, was also present.
2. Motion to adopt the agenda by Gebhart, seconded by Raap. Motion carried.
3. Motion by Gebhart and seconded by Regnier to approve the minutes of the May 11, 2011 meeting. Amendments to minutes included: 1. the meeting was at Oak View, and 2. the library was closed for six weeks in April/May 2010. Motion carried as amended. Motion by Regnier and seconded by Raap to approve the minutes for the June 1, 2011 meeting. Amendments included: 1. Gebhart was absent and 2. Stein made the motion to adopt the agenda. Motion carried.
4. Financial and Statistical reports. The 2011 budget is approximately 48% spent with 58% of the year gone. Over half of the materials budget has been spent. Statistical reports. June 2010 was open for the entire month so an accurate comparison can be made with 2011. May 2011 circulation was up and June 2011 was down. Catalog use is down; this is a reflection of a different way of counting searches.
5. Library Director and Staff Reports. Fick reported that the Ronning HVAC was replaced this week. The exterior signs at Caille will be replaced this year. The City Council approved additions to the capital budget for this year, including the replacement of the Ronning parking lot and the original Caille building's HVAC. The Library's five year plan (CIP) is going to the Council. Fick presented a spreadsheet with the Library's materials budget trends for 2005-2010. The Library 2012 budget has a 4.5% increase. Increases are in restoration of training money, double the band width for the public computers, Library's share of the City's new financial software, personnel, and magazines and supplies for Westside branch. Some budget items were not restored, e.g. special program money and Collection HQ. There is one Library Assistant vacancy in Youth Services. Two compliments from the public were shared with the Board: one for the e-mail notification system and the other for the public computers (helped the customer get a job.)
6. Public Input. No members of the public were present.
7. Unfinished Business.
 - a. Westside Branch Library Update. Mark Aspaas, Architecture Incorporated, presented a site plan, a conceptual plan, and outlined possible sustainable design features. The design development phase is complete. Bid documents will be complete by the end of this year.
 - b. Westside Branch Library Name. The Mayor has delegated the process to the Library Board. The branch name must be approved by the Council. The Board will discuss the naming process at the next Library Board meeting.
 - c. Celebration of the 125 years of Library Service. Fick distributed a list of the programs to be held.
 - d. 2012 Budget Update was included in the Interim Library Director's report above.
8. New Business. The new Library Director, Mary Johns, was formally appointed by the City Council on July 11. Ms. Johns will start on Monday, August 15.
9. Other. None.
10. Adjournment. Motion by Stein and seconded by Regnier to adjourn. Motion carried.