

Lawrence Public Library Board of Trustees

Meeting Minutes

February 19, 2008

Board Members Present: Chris Burger, Terry Leibold, Michael Machell, Kathleen Morgan, John Nalbandian, Deborah Thompson

Board Members Absent: Ron Hurst

Staff Present: Carole Dibben, Bruce Flanders, Charlee Gilnka, Jessica McVey, Joyce Steiner, Sherri Turner

Guests Present: Lucy Liu (Student in Local Government), Ron Schorr (Friends of the Lawrence Public Library Board)

John brought the meeting to order at 4:32 p.m.

There were no public comments.

Kathleen moved to approve the consent agenda. Deborah seconded, and the motion carried.

Library Director's Report

Rewiring Project: Bruce reported to the Library Board that replacement of all computer cabling in the Library was in progress. He stated that this project will increase the speed of the Library's local area network. This will affect both public and staff computers. He pointed out that almost all services provided by the Library use the Internet in some way. He informed the Library Board that the Library would close on Thursday, February 21 at 6:00 p.m. and would remain closed all day on Friday, February 22. Notice was to be placed on the Library website, phone system, public service desks, and public doors. Local media was also to be notified of the closing. The Friday evening film was still to be shown at 7:00 p.m. on Friday, but attendees were not to be allowed into the main area of the Library.

John suggested that signs be placed at public computers explaining what had been done and why. This way, when patrons notice the increase in speed they will understand what has taken place. He also suggested a press release be sent to local media.

Roof Repair Assessment: Bruce is working with Hans Fischer, AIA, on a project to assess the Library's needs for roof repair or replacement, as well as the repair or replacement of rooftop HVAC units, some of which are original to the building. The Library has been experiencing some water leaks from rooftop snow melt, which causes concern. Most of this consulting work will be paid by the Northeast Kansas System, which contracts with Mr. Fischer for architectural consulting services for member libraries. The Library has had past experience in working with Mr. Fischer, and he is an excellent architect and a strong library supporter. The resulting needs assessment will indicate if the Library should use some or most of the \$244,000 in capital improvement reserve funds held by the City for these infrastructure projects.

Ongoing Business

Library Retreat: The upcoming Library Board retreat will take place on the morning of Saturday, April 26 at the Northeast Kansas Library System (NEKLS) office. This will be an open public meeting, though public comment will likely not be allowed. Representatives from the Library Foundation Board and the Board of the Friends of the Public Library have also been invited to attend. Bruce will invite Christie Pearson Brandau, the State Librarian, and Mickey Coalwell, the NEKLS Library Development Coordinator, to speak at the April Board meeting to prepare for the retreat. Having these individuals speak at the April Board meeting will allow maximum time for discussion on the day of the retreat.

New Business

Library Board Vacancies: Bruce pointed out that John's last official day on the Library Board will be April 30. He served two full terms in addition to finishing another individual's term. Ron's first term will also expire on April 30. Bruce will contact him to inquire if he will agree to a second term on the Board. Bruce stated that the Board should think of individuals they may want to nominate as new board members. These names will be submitted to the mayor for consideration. It was pointed out that the Board should consider diversity of skills when considering individuals for nomination.

The Board also needs to form a nominating committee for next year's officers. Ron has previously expressed to Bruce that he does not wish to continue to be an officer if he agrees to a second term.

NEKLS Grant: NEKLS requires that libraries meet certain criteria in order to qualify for NEKLS grants. The Lawrence Public Library meets all 52 criteria set forth by NEKLS. In order for the Library to receive a grant from NEKLS, the application has to be reviewed and approved by the Library Board. Bruce pointed out that the Library counts on this income and that it is included in the Library's annual operating budget. There are no restrictions on the use of NEKLS grant income. The Library must simply

continue to provide services free of charge to all individuals living in the NEKLS service area.

Terry moved to approve the 2008 NEKLS grant application. Chris seconded, and the motion carried.

March and April Meetings: Bruce pointed out that he will not be able to attend the regularly scheduled March Board meeting. After discussion it was determined that the March meeting should be cancelled. The Board will approve the Library's March financials by email roll-call.

The Board also discussed the date of the April meeting. The Board determined that the April meeting should be moved to April 14 at 4:30 p.m.

Library Marketing Committee: Kathleen informed the Board that the Library Marketing Committee will be bringing a musical group named the Brave Combo to the Library in late June. The Committee hopes that the event will help the community think of the Library as an intellectual community center. This musical group should appeal to a large and varied audience. At this time the Committee is considering calling the event "Polka at the Public Library."

Library Financials: Bruce pointed out that the financial report presented at this month's meeting does not reflect a \$1.5 million payment that was received from the City after the report was prepared.

2009 Library Budget: Bruce stated that he spoke with City Manager David Corliss on the phone this week. He stated that the Library should not anticipate more than a 2% increase in budget for 2009.

Adjournment

The meeting was adjourned at 5:17 p.m.

Respectfully submitted,

Jessica McVey

Approved _____
Date

Secretary _____
Terry Leibold

Chair _____
John Nalbandian

Director _____
Bruce Flanders