

# MINUTES OF BOARD OF TRUSTEES MEETING

## Siouxland Libraries

### Main Library

Wednesday, January 13, 2010

1. Roll Call and declaration of quorum. The meeting was called to order at 4:34 PM by Cindy Heiberger. Present: Cindy Heiberger, Debbie Reid, Jill Molzen-Biegler, Joel Rosenthal, Carol Twedt, Quinn Stein, and Sally Felix, Library Director. Staff present: Joan Reddy, Jodi Fick, and Heather Stephenson. At this time, Carol Twedt announced that this is her last meeting. Commissioner John Pekas will become the new Minnehaha County Commission representative to the Board as of January 19th.
2. Motion to amend agenda to move Item 8a between Items 4 and 5 and adopt as amended by Reid and seconded by Molzen-Biegler. Motion carried.
3. Motion by Molzen-Biegler and seconded by Reid to approve the minutes of the November 4, 2009 meeting. Motion carried.
4. Financial and Statistical reports. Felix presented the year end statistical reports. Overall borrowing was up 7% over 2008. She noted that the Caille Branch accounted for about 30% of total check-outs and check-ins. She also stated that Main continued to have the highest computer use at 83,000 uses last year and Oak View with the next highest at 56,000 uses. Of special note is computer use at Valley Springs. They had 1200 uses last year which is very high given the limited hours open and the number of computers available.

Felix reported that the library ended with a healthy budget surplus. Given the shortfall in sales tax revenues, each department was asked to be very careful to spend only what was necessary. Felix estimated the savings was around 8%, but will inform the Board with the actual amount once Finance is finished with the year-end financial reports. She reported the budget holdbacks for 2009 and also stated that there will be holdbacks in 2010 as well.

8. New Business.
  - a. Heather Stephenson, Librarian in Information Services, presented a demonstration of the Overdrive downloadable program. The Board thanked Heather for a very good presentation.
5. Library Director and Staff Reports. The staff reports were included in the Board packet. In addition, Felix reported that the RFP for architectural services for design of the Westside Branch would be done shortly.
6. Public Input. No members of the public were present.
7. Unfinished Business.
  - a. Main Library Update. Felix reported that bids will be open on January 14<sup>th</sup> for the coffee shop service and the shelving and Agati furniture package for Phase 2. The construction substantial completion walk through will be February 5, with final construction completion done by March 25. Main will be closed from March 29 to May 7. The ribbon cutting will take place on May 7<sup>th</sup> at 11:30 AM. She reported that we are working with Jim Clark, Sculpturewalk, to determine placement of outside sculptures. Two will be placed at Main and one at Caille, assuming the placement is approved by the Visual Arts Commission and the City Council. She also reported that the library staff and Cindy are working with Larry Rehfield on some interior art purchases for above the fireplaces.
  - b. Crooks Renovation Project Update. Jodi Fick reported that the Crooks interior renovation project is moving along on schedule. They have built a temporary wall and are working on building the new wall as well as making progress on other areas. Fick shared photos of the construction with the Board. She estimates that Crooks will be closed for a short time. The ribbon cutting will be sometime the third week of April.

8. New Business.
  - a. See above.

- b. Bookmobile Replacement Update. Fick reported that she is in the process of writing specifications for the new bookmobile which will replace our current one this year. The new bookmobile will be smaller and will focus service to groups of children. She shared photos of bookmobiles that are similar to what we are getting. We expect to have the new bookmobile here in October.
9. Other. There were no other items. Felix reported that the City of Brandon has requested a meeting to talk about the use of the funds that Brandon allocates each year to the Branch. Fick and Felix will attend the meeting. The Board asked Felix to ask Mayor Munson to attend the March 10<sup>th</sup> Board meeting so they can express their appreciation to him for his library support.
10. Adjournment. Motion to adjourn by Stein and seconded by Molzen-Biegler. The meeting was adjourned at 5:45 PM. The next meeting will be on March 10, 2010 at 4:30 PM at the Main Library.