Carnegie-Stout Public Library Board of Trustees' Meeting Minutes of February 11, 2010

The Board of Trustees of the Carnegie-Stout Public Library (C-SPL) met in the Library Director's Office at 4:30 p.m. on Thursday, February 11, 2010.

Present:

President Diann Guns, Vice President Beverly Kolz; Secretary Kristen Smith; Trustee Paula Connors; Trustee David Hammer; Trustee Elizabeth Leeper; Trustee Mike Willis; Library Director Susan Henricks; and Recorder Denette Kellogg

1. President Diann Guns called the meeting to order 4:33 p.m. and the agenda was adopted.

"Moved to adopt the meeting agenda of Thursday, February 11, 2010."

Motion:

Kolz

Second:

Connors

Vote:

Aye - 7; Nay - 0

2. Library Budget FY-2011 – Guns reported that the purpose of the special meeting is for the Library Board to review the proposed budget for FY-11 and recommendations for staffing by the City Manager. The Board expressed its concern that without the basic request for adequate staffing post renovation, difficult decisions would be faced that may negatively impact citizens. This would also mean that the Library's accreditation may be in jeopardy as would be State funding received annually.

Guns provided a copy of the requested Improvement Packages (IP) for FY-11 along with the letter from the last budget year provided to the City Council dated February 19, 2009 addressing the Library's critical staffing needs when the renovation project is complete. The requests are nearly identical to the FY-10 budget IP requests. The Board reviewed the information and noted its ongoing request for support to the Council over the past seven years in regard to the need for staffing post renovation and its designation as a priority as part of the City Council's goals. Smith reported a concern with the Library being a priority and not be recommended for funding.

The Board reviewed the current IP requests and discussed the minimum staffing needs to staff the post renovated facility. Discussion was held about some jobs requiring higher skill levels and others entry level, with both being critical. Henricks reviewed the IP requests and reported on the minimum staffing needs as requested in positions 1-5, or 1-4 along with 6 as being essential post renovation.

The Board agreed to ask for help from the council in support of staffing that is needed post renovation. Similar to last year, a letter will be developed and provided to the Council for consideration prior to the Library's budget hearing scheduled for before the Council Wednesday, February 24, 2010. Board members agreed to each contact a Council member to ask if they have any questions or need more information and to ask for their support after they have received the letter.

Smith reported watching other department budget hearings and on them being asked on how their requests fit in with Council priorities. The Board and the Director discussed how the Library meets so many of the goals and needs in the community. Of note were the goals of Every Child-Every Promise, Project Hope, life-long learning, historic preservation, sustainability and downtown development.

The Board also agreed to develop a letter to supporters asking them to share their support and feedback with Council members prior to the budget hearing, or to come to the budget hearing not to speak, but to stand at the end of the budget presentation to show their support to the Council for these requests.

Guns reported she would draft the letter for review to be provided to the Council on behalf of the Library Board. Connors reported she would draft the letter to go to supporters for review prior the mailing. The Board agreed to have both letters sent early next week.

Leeper exited the meeting at 5:24 p.m.

- 3. Communications/Public Comment Henricks reported on a construction progress meeting held this morning and on a decision she made in respect to not covering the marble on first floor in specific areas where carpet had been previously planned near the entrance to the library. The new plan is to leave the original marble where they can and to fill in with carpet. The Board concurred with this decision.
- 4. Library Board Adjournment The Board adjourned at 5:28 p.m.

"Motion to adjourn."

Motion:

Kolz

Second:

Willis

Vote:

Aye - 6; Nay - 0

Kristen Smith, Board Secretary