

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

DATE: December 13, 2010
TIME: 4:00 p.m.
LOCATION: Central Library - Board Room
315 S. Rose Street
Kalamazoo, MI 49007

PRELIMINARY BUSINESS

Roll Call: All Trustees present: Cynthia Addison, Fenner Brown (late), Robert Brown, Lisa Godfrey, Cheryl TenBrink, James Vander Roest, and Valerie Wright

REGULAR SESSION

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

Agenda Approval: There were no changes to the agenda.

I. RECOGNITIONS, RESOLUTIONS, COMMUNICATIONS

None

II. PERSONS REQUESTING TO ADDRESS THE BOARD

No one addressed the board.

III. CONSENT CALENDAR

A. Minutes of the Board Meeting of October 25, 2010

B. Personnel Items

Resignation

Mike Noblit resigned from the KPLSP Material Processing Librarian Assistant position within the Technical Services/Information Technology Department on November 3, 2010.

Disposition: **The board accepted the Minutes of the Meeting of October 25, 2010 and the personnel item as presented.**

IV. FINANCIAL REPORTS

A. Financial Reports for the Period Ending November 30, 2010

Recommendation: **A. Rohrbaugh recommended the board accept the Financial Reports for the Period Ending November 30, 2010 as presented.**

MOTION: **R. BROWN MOVED AND F. BROWN SUPPORTED THE MOTION TO ACCEPT THE FINANCIAL REPORTS FOR THE PERIOD ENDING NOVEMBER 30, 2010.**

Director Rohrbaugh pointed out 1) a Renaissance Zone reimbursement of \$84,523 and noted it would be the last one due to state of Michigan cut backs; 2) outside support received from several sources that will almost pay for the Tracy Kidder author visit in conjunction with the 2011 Reading Together program highlighting his book "Strength in What Remains;" and more tax charge backs than expected which will result in an adjustment to the budget revision that will come to trustees in January.

Discussion: In response to a question from V. Wright, director Rohrbaugh indicated more people are appealing their taxes and receiving refunds and there are fewer parcels being taxed; we make an educated guess on what they may be for the year and adjust as necessary.

L. Godfrey asked about support for the Ready to Read Spelling Bee fundraiser; projections are that we are on track to equal what was raised last year. Checks fulfilling pledges are usually received through the end of the calendar year.



Motion carried 7-0.

V. REPORTS AND RECOMMENDATIONS

ACTION ITEMS

A. Non-Resident Fee for 2011

Recommendation: A. Rohrbaugh recommended the Board establish the non-resident fee for 2010 to \$185.00 per household and \$92.50 per student non-resident card.

Executive
Summary:

The non-resident fee for 2011 is based upon the average tax on a residential parcel within the library district. It is an average calculated by dividing the average residential property tax revenue by the total reported residential parcels. The fee for 2011 is \$185 per household. During 2010 the library sold 34 household and no (0) student non-resident cards.

Total parcels in the library district decreased by 24 parcels with a decrease of the district average residential property tax of \$1,199 per parcel to \$47,212 or a decrease from the prior year of 2.5 percent. Average residential property values fell 2.6 percent in the City of Kalamazoo, 3.3 percent in Kalamazoo Township, 2.8 percent in Oshtemo Township, and 10 percent in Texas Township. Since 2009, residential property values in the district have declined an average of 3.5 percent.

MOTION: V. WRIGHT MOVED AND F. BROWN SUPPORTED THE MOTION TO ESTABLISH THE NON-RESIDENT FEE FOR 2011 AT \$185 PER HOUSEHOLD AND \$92.50 PER STUDENT NON-RESIDENT CARD.



Motion carried 7 – 0.

B. Reimbursement to Trustees

Recommendation: President Godfrey recommended the board approve reimbursement to board members for official meetings of the board or committees of the board.

Background: The recommendation was based on and consistent with the District Library Establishment Act. A provision of the Act provides in pertinent part for reimbursement for necessary expenses incurred in performance of official duties; such expenses will be understood by KPL to include parking, transportation, food, dependent care and the like. The Act sets the reimbursement amount at \$30 per meeting.

Discussion: The president explained that if the recommendation was approved, trustees would be reimbursed for standing committees of the board including AD Hoc appointed committees; currently those are the Finance & Budget, Personnel, and Fund Development and Allocation Committees. The intention is to provide reimbursement to cover such things as out of pocket parking, meals, transportation and child care. Any expenses assumed to attend board meetings/committee meetings would be covered from these dollars. The \$30 reimbursement amount is set in the statute.

There was concern on the part of some trustees that this would be perceived negatively in a time of cost cutting although it does not amount to a lot of money. L. Godfrey explained the intent of reimbursement which is to defray expenses so that no one is prohibited from being a trustee because they are unable to afford out of pocket expenses that arise in the performance of their duties. F. Brown indicated reimbursement is helpful to him personally and appreciates the intent.

L. Godfrey indicated the statute changed in 2005 to include committee meetings but the board only recently amended their bylaws to allow for that change. R. Brown asked if the reimbursement could be waived if this recommendation were approved. L. Godfrey said it could be waived or given back to the library by an individual trustee. V. Wright said she was feeling uncomfortable about approving the recommendation, but that would be an interesting alternative.

President Godfrey pointed out that we are coming into an election year; it might make a difference for people who may want to run for office. She added that committees do not generally meet even once a month.

MOTION:

J. VANDERROEST MOVED AND R. BROWN SUPPORTED THE MOTION TO TABLE THIS ITEM.



Motion carried 7-0. The item was tabled.

REPORTS

C. Local History Website Emphasis

Presentation: Director Rohrbaugh introduced Beth Timmerman, lead librarian in Local History.

Beth Timmerman explained that Local History and Genealogy emerged as the fifth priority in the strategic planning process; the goal is to maintain the level of services provided except for the development of related web pages, which is a major growth area. Over the last year the number of hits on the various KPL web pages was tracked and the results showed 30 Local History or Genealogy pages were among the top 100 pages. In addition over the last year there were 171,923 hits on the 1390 Local History and pages; this represents a 127% increase over one year and will result in revising our annual strategic objectives in this area.

She provided a tour of the web pages that are reaching people who have an interest in these areas, highlighting the collection and tools provided to access the collection, events, and research tools.

Disposition: The board was appreciative of the information and impressed with the resources that have been developed and are available on the website.

VI. COMMITTEE REPORTS

Finance & Budget Committee

J. Vander Roest: No report.

Personnel Committee

V. Wright: No report.

Director's Advisory Building Committee

A. Rohrbaugh: No report.

VII. OTHER BUSINESS

A. Directors Report

Director Rohrbaugh highlighted several items in her written report. Most notably, she Michael Cockrell, and Christine Hann met with the regional federal depository librarian from the Library of Michigan. Their expectation was that we were headed down the path of withdrawal, but after learning we could discard many documents through a revised disposal process, supervised by the regional librarian and we could further limit the documents we receive, we decided it was best to remain in the program. Staff members are doing an extensive weeding of the collection; most of the remaining items will be cataloged so they are more easily available to the public. She expects to provide a more comprehensive report on government documents at an upcoming board meeting.

Disposition: Trustees received the report.

VIII. PERSONS REQUESTING TO ADDRESS THE BOARD

No one addressed the board.

IX. TRUSTEE COMMENTS

V. Wright enjoyed the recent author event featuring Jaimy Gordon; the crowd was enthusiastic and energizing.

C. Addison attended a ONEplace roundtable in November for groups looking for guidance in seeking funding for their organizations. She was very complimentary of the program and the ONEplace staff.

F. Brown attended the recent ERAC/Ce session, *Understanding and Analyzing Systemic Racism*, in his role as KPL trustee. He was pleased at the commitment from the library attendees; there was a lot of information to absorb. He plans to provide a written report on the experience for trustees.

J. Vander Roest appreciated the report from B. Timmerman and observed it was wise to include Local History and Genealogy as strategic plan priorities. He also noted he was able to attend the Great Grown-up Spelling Bee in November, enjoyed the event and congratulated the KPL cheer team on their award. He extended his wishes for happy holidays to everyone

L. Godfrey wished everyone happy holidays and safe travels.

X. ADJOURNMENT

Hearing no objection, President Godfrey adjourned the meeting of the Kalamazoo Public Library Board of Trustees at 5:05 p.m.

Fenner Brown II, Secretary