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LIBRARY BOARD OF TRUSTEES Regular Meeting September 21, 2016

The regular meeting of the Board of Trustees of the Sioux City Public Library was held on Wednesday, September 21, 2016, in the Conference Room of The Wilbur Aalfs (Main) Library.

MEMBERS PRESENT: David Halaas, Charles McKenny, Richard A. Moon, Janet Plathe, Rebecca Kempers

MEMBERS ABSENT: Todd Stanley

STAFF PRESENT: Betsy J. Thompson, Angela M. Beeck, Jodi M. Klocke

1. President Richard A. Moon called the meeting to order at 3:30 p.m.
2. Roll call was taken. Thompson introduced the Library's new Communication Specialist, Jodi Klocke. Thompson also shared with the Board information about the newly appointed Trustee, Todd Stanley, who was not able to attend today's meeting.
3. The Agenda was approved.
4. Approve the Minutes – August 17, 2016 [Action Item]

Plathe moved approval of the minutes. McKenny seconded. Motion approved unanimously.

5. Director's Report
The year-end Electronic Use Report from last month's Board packet was incorrect. A revised report is in this September packet. The previous year's totals were not updated and gave inaccurate use comparisons.

Thompson stated one of the projects Klocke prepared was a Sioux City Public Library booth at ArtSplash. The Morningside Avenue street construction has switched to the other side of the street. Halaas said that is no surprise that gate counts are down but glad the real faithful do still go. September 6th began random visits by off-duty police officers. Initial feedback is that they have not had major issues to deal with. The uniform does seem to have an effect. We will do an assessment after a month. Plathe noticed that different business locations around the community are using off-duty officers. Thompson stated the officers she has talked with are really in-tune to our goal which is to provide a welcoming and safe atmosphere for everyone.

6. Financial Reports

A. Expenditures: Approve Claims [Action Item]

Halaas moved approval of claims as submitted. McKenny seconded. Motion approved unanimously.

B. 2016-2017 Monthly Budget Summary

7. Unfinished Business

A. Strategic Plan [Action Item]

Thompson stated that the notes from the Strategic Planning Retreat were in the packet along with the proposed Strategic Plan. She asked that the Board check both to see if the proposed plan covered the areas of emphasis they wanted. Moon reviewed each of the areas of emphasis. Thompson stated that the vision now goes from patrons, to residents, to community the strategies focus on user experience and looking more outward.

McKenny moved approval of the Strategic Plan with changes made during discussion. Plathe seconded. Motion approved unanimously.

B. Morningside Branch Library Facility Condition Assessment

Moon stated he had the privilege to be involved with a conversation with the Library Foundation Board at their annual meeting the day before, he feels they are aware we may need some fundraising for this project. Betsy shared a draft of an executive summary she is preparing for joint meeting with City Council next week. Discussion followed on changes to that summary and that it is important to envision our service delivery model and not underestimate Sioux City. Thompson will make the changes discussed and provide this information to the City Clerk for the packet for the joint meeting.

8. New Business

A. Foundation Endowment Budget [Action Item]

The Library Foundation Board held their annual meeting on September 20, 2016 and agreed on the budget for the Endowment distribution. Thompson recommends that one half of the Communication Specialist position be paid by the Library Foundation Endowment, as it has in the past. Staff has requested funding again this year for eBooks and eAudiobooks. We are also requesting equipment to provide full circulation functionality offsite--with our system now cloud-based, (Software as a Service) this is possible at any location with the proper equipment. This supports our strategic focus on outreach into the community. The remainder of the Endowment distribution will be set aside for future building needs, the building renovation fund was depleted with the skylight replacement project at The Wilbur Aalfs (Main) Library.

Halaas moved approval of the Foundation Endowment Budget as presented. Plathe seconded. Motion approved unanimously.

B. Circulation Policy [Action Item]

Thompson is requesting a revision to our Circulation Policy by adding a specific children's card. The concept is that we would be able to issue a library card with no overdue fees and parameters to only check out children's books. As we look at outreach and focus on early literacy we think this will be a good option. The children do not need to be able to write their name. Thompson was asked if other libraries

have used this option she said Davenport Public Library was our model. Halaas stated if it doesn't work you will know and then it can be revised.

Plathe moved approval of the Circulation Policy with changes as presented. Cain seconded. Motion approved unanimously.

C. Joint Meeting with Council Agenda

The agenda needs to be sent to the City Clerk tomorrow morning. The Facility Condition Assessment of the Morningside Branch Library and the Annual Report will be agenda items. Discussion followed on changes to the Annual Report as presented.

9. Trustee Concerns

Halaas shared a *Time* magazine article on the new Librarian of Congress. She is the first female and first African American to hold the position. He shared one interview question and her response. *What has libraries meant throughout your life? "They are sanctuaries, a place I can go to discover"*.

Moon discussed the Library Foundation meeting and commented that what he learned was why eBooks cost so much. Moon also discussed ideas that were shared for the Morningside Branch Library building assessment, he feels the Foundation will be supportive. Thompson added that the service delivery model needs to be sustainable and what is Sioux City willing to sustain.

10. Next Meetings:

Wednesday September 28, 2016, noon, Joint meeting with City Council

Wednesday October 19, 2016, 3:30 p.m.

Wednesday November 16, 2016, 3:30 p.m.

11. Moon adjourned the meeting at 4:33 p.m.

Janet Plathe, Secretary

Angela M. Beeck, Assistant Secretary