

Port Library Board Minutes
October 4, 2010

The meeting was called to order at 5:30 by president Verlin Kolman. All trustees were present. Also present were library director Rachel Malay, Beloit City Administrator Glenn Rodden and council members James Crowley and Matt Otte.

Minutes for the September 7, 2010 meeting were reviewed. Craig Cousland motioned to approve the minutes with Connie Kopsa seconding. The financial report was then given by Rachel Malay. Rick moved to approve the financial report and pay all bills and Jeri seconded. The motion passed.

Rachel highlighted the following from her printed director's report:

1. The Port Library was recognized as a value partner by Census 2010.
2. The automation project was progressing.
3. Up-coming activities – KS author's party, Traveling Story Port, and more.
4. The CKLS Fall Assembly (attended by Marla Evert and Anita Reiter) had an interesting speaker.
5. 11 October will be the first preliminary meeting of the Friends of the Library.

Old Business:

James Crowley on behalf on the city council thanked Rachel and Connie for their work on the survey. It was agreed that many had worked on it and that its appearance was a visual improvement over the original document.

Glen Rodden passed out reports showing the survey comments and preferences thus far. In anticipation of the majority of surveys marking "C," Rachel passed out a revised space allocation report showing the effects of a move to the North Campus without further square feet being added. It stated that the current collection would fit and comply with ADA guidelines. Unfortunately, the current North Campus Cafeteria building doesn't allow for public computer space or future expansion of the materials collection.

Verlin then referred everyone to a rough draft of article #3. It was stated that article #2 would be in 04 October's paper. Verlin explained his knowledge about Tax Credit Grants, etc. It was discussed that money already collected came from memorials, wills, etc. Verlin had a question about his statement that *the board was looking toward a new library*. No one seemed put off by the statement so the issue was closed. No brainstorming on the article ensued, so the final copy will probably be similar to the rough draft.

New Business:

A new picture of the library board needs to be taken to replace the previous picture of the 2009-2010 Library Board currently displayed in the library.

It was decided that in 2 weeks it would be necessary to assess the survey and make some decisions about the new library. The meeting was set for 20 October at 5:00pm. The board will then let the city council know its recommendations.

Rick Larson moved to adjourn the meeting, and Craig Cousland seconded. The meeting was adjourned at 6:20.

***Addendum: Notes from the October 20th work session.

On October 20th at 5:00 PM Verlin Kolman, Rick Larson, Sally Williams, Kitty Wagner, Connie Kopsa, Craig Cousland, met to discuss the unofficial results of the survey. Director Rachel Malay and city council member Matt Otte were also present. Rachel began by reminding everyone that the results of the survey would not be official until City Administrator Glenn Rodden had a chance to compile them. Verlin Kolman and Rick Larson asked those present not to discuss the results outside the work session until the City Council also had a chance to review the survey results at their next meeting on November 2nd. After much discussion, it was decided the board would give a recommendation to the city council before November 2nd in the form of a document with a draft of a council resolution defining library board and city council responsibilities for the new space. Verlin asked that the sequence of events for the future look like this:

- Building recommendation and division of responsibility resolution draft given to the city council
- Library board and city council meet to set a schedule
- Library board and library staff meet with Donnie Marrs to draft a floor plan
- Start on grant applications, especially those that would affect current planning
- Solicit donations from the community
- Throughout, maintain a public information campaign.

Through work via e-mail the board constructed a formal recommendation for the city council. That recommendation was given to the city council at their November 2nd meeting and was accepted. A copy of it is attached.