

# **LIBRARY BOARD OF COMMISSIONERS**

Thursday, September 20, 2012

Local History Room

## **In attendance:**

(not listed)

## **1. Agenda & Notice of Warning:**

## **2. Minutes:**

- Passed.

## **3. Public Comment:**

- None.

## **4. Update from Board Chair and Carina Driscoll on Director's Search:**

- The job interview process will have three stages: 1) roughly 12 first round interviews; 2) about 6/12 candidates furthered to the second round to meet with Mayor Weinberger; 3) convene a stakeholders group to gain FFL perspective and feedback on the remaining prospective candidates. However Carina welcomes broader participation in the search process before "stage 3." The Mayor's team is hoping to be able to advance an FFL Director candidates before City Council in the November council meeting.
- Potential Assistant to the Director position: According to Carina Driscoll, this position will be created and funded in the budget by the new Director after they are hired, if they choose to do so.
- The Mayor and his team will visit with FFL staff next Tuesday at 1:15pm. It makes sense for staff as a whole to outline 3 to 5 key points of emphasis to communicate to the Mayor concerning the critical traits of a successful new Director, as well as library needs
- We asked Carina Driscoll about the money saved from not having a director of FFL since Amber Collins's retirement in June. Carina acknowledged that there were savings to the Library as a result of how Amber's retirement impacted the current budget. The board asked Carina whether the savings from the open Director position would stay in the library budget. Carina said these monies stayed in the library budget.

## **5. President's Report:**

- Request for donations to Amber Collins' commemorative fund to purchase a stained glass window made by Kevyn Cundiff. Eric will send out an email to the Board about this.

## **6. Co- director's report - SEE ATTACHED**

## **7. Staff Commissioner's Report - SEE ATTACHED**

Emer noted that the pay phone which was previously free to the library is now going to cost \$1,000 per year. Robert R. and Robert C. had decided to discontinue the pay phone here, but Emer wanted more discussion before a final decision is made, to weigh the costs against possible increase of patron phone use at circ – and more work for circ – as well as to explore the idea of the phone as a library service within the technology gap.

## **8. Committee Reports**

- The Diversity Committee is participating once again in the We All Belong Program, which has just commenced for the year.
- The Development committee notes some changes in the format of the annual report; shorter, more pictures, more hard data. Also, Eric reports that \$6,000. has already been raised in the fiscal year 2013.

## **9. Friends of the FFL Report**

- \$5,000 was raised in the recent book sale, and the regular Book Stall moneys keep going up.
- The Friends welcome new ideas for programming.

## **10. Actions to be Taken**

- Discussion about planning for a 360 review of new director to be conducted in a timely fashion during their probationary year, prior to their reappointment. Eric will prepare a statement of unanimity to send as a request to the Mayor. A quorum was not present to vote on this proposal; vote will be delayed. Proposal: The Board of Commissioners requests the right to perform a 360 review of the new director to be completed not less than one month before the mayoral reappointment in order to inform that appointment.
- Eric will follow up with Carina Driscoll and Julie Hulberd to recommend further FFL staff and stakeholders for the first round job interview team: Robert Coleburn, Christine Webb, and a leader of the Friends Organization such as Robin Twery or Marlene Wallace are likely to be referred and hopefully will be included in the search team.