

Bloomington Public Library  
Board of Trustees  
Planning, Policies, and Programs Committee

Wednesday

July 1, 2015

5:30 p.m.

William C. Wetzel Reading Room  
Bloomington Public Library

Minutes

I. Call to Order

Emily Kelahan, Chair called the meeting to order at 5:30 p.m.

II. Roll Call

PRESENT: Brittany Cornell, Emily Kelahan, Carol Koos

ABSENT: Van Miller, Whitney Thomas

OTHERS: Georgia Bouda, Laura Golaszewski, Kathy Jeakins, Carol Koos,  
Susan O'Rourke, Caprice Prochnow, Joe Ragusa, WJBC reporter,  
Carol Torrens, Gayle Tucker

III. Introductions/Public Comments

Emily Kelahan introduced the guests present.

IV. Approval of Minutes

A. May 7, 2015

Carol Koos moved, Brittany Cornell seconded, to approve the Minutes with emendations from the May 7, 2015 3 P's Committee meeting. The motion carried unanimously.

V. Unfinished Business

A. Revision of Strategic Plan

Emily Kelahan stated that there are two items of unfinished business, and this is a little bit of a housekeeping meeting as President Koos had stated at the last meeting that she would like these topics tackled by the Board as a whole rather than at the committee level. She

went on to say, that a number of months ago, the Director had asked the 3 P's Committee if they would consider revising the Strategic Plan, and at the time, there were a number of other things the Committee was working on. Emily stated that with President Koos taking this up as a major issue, that possibly the 3 P's Committee can provide some direction about how the Board is to proceed in redeveloping the plan.

President Koos shared that Emily is correct in this, as it is stated in the Bylaws that the 3 P's Committee is charged with developing with staff both short term and long term plans for the Library.

Emily Kelahan reviewed the timeline for the development of the last Strategic Plan, stating that it may take 10 months to a year of work to revise the current plan.

President Koos stated that since Farnsworth will be working on our needs assessment and conceptual plan for expansion that perhaps the information they compile may help expedite the development of the plan.

Emily Kelahan proposed that there be a retreat for the Trustees in order to get down to the basics of what a Strategic Plan is and does. There was discussion and a consensus that a retreat for this purpose should be lined up in the near future. Emily Kelahan asked the Director to seek out a facilitator for this retreat, possibly someone from the Hile Group or Deb Halperin. She encouraged those present to submit any possible facilitators to the Director to contact.

There was consensus on the idea of the 3 P's Committee revising parts of the Strategic Plan in reasonable sections so as to be able to accomplish them in one meeting, and then to the full Board for tweaking. This process would be repeated until the revision of the Strategic Plan is accomplished and ready for approval by the full Board.

#### B. Bookmobile Routes

Emily Kelahan reviewed the background of the 3 P's Committee looking into the bookmobile routes. She went on to say, that the Director had shared at the last Board meeting, what she refers to as a "pilot program", that the staff had been working on adding new stops at the Market Street Shopping Center and the Miller Park Pavilion, and had reviewed some relationships that the Library has with community organizations on the west side.

Emily Kelahan stated that their goal today would be to discuss ways that they might augment this "pilot program". She went on to say, that this is something that will require a lot of contemplation and feedback from the professional staff.

Emily Kelahan shared that the Committee will make some proposals for potential stops, but it will be the staff's purview to evaluate and assess them. She went on to say, that she had been in conversation with Grant Anderson of the Boys and Girls Club and B.J. Wilkin of the YMCA and they offered some suggestions for potential stops, and also a suggestion for a potential way to increase library card registration.

Emily recommended that the Committee compile a list of recommendations and send them to the staff for evaluation and proceed forward with report backs as time unfolds.

President Koos reminded those present that at the June Board meeting she had stated that she intended to have the bookmobile routes as a BPL Board agenda item each month. She asked Emily Kelahan how she envisions maintaining this as a subject of study for the 3 P's Committee if this is an ongoing agenda item for the whole Board. Emily Kelahan stated that she does not think this is the most efficient way to deal with the matter, and that part of the reason committees are in place is so that they are all not dedicating concentrated attention

to every issue. She went on to say, that the 3 P's Committee has something to offer, in that they can have a full conversation, process it, streamline it and forward it to the other Trustees on the full Board.

President Koos explained further that she is not adverse to the 3 P's Committee handling a particular component of the bookmobile issue if necessary, but because this has become such a public issue that this needs to be on the agenda every month for the whole Board's consideration.

There was quite the discussion regarding how work should be spread between the Committees and the Full Board. The Trustees present came to the conclusion that there was no consensus on this subject.

Emily Kelahan proposed that the full Board discuss the Committee to full Board relationship and division of responsibilities.

President Koos reviewed that staff has shared that various stops had been attempted on the west side that have failed. With this, the Board needs to figure out the why of it. What else can be done to acquaint the public with the stops. Should the parameters be changed? Should we have different guidelines when determining a stop? This probably really needs to be looked at.

Professional staff raised the point that when looking at the map of the bookmobile routes and the ring depicting the disparity of stops on the west side, one needs to consider the disparity in all the other directions in that ring as well. Along with this, if the focus is on the inequity of stops, then we should be looking at everywhere there is an inequity, and not just the west side.

The Trustees and professional staff present then had a vigorous exchange of opinions and ideas of how to proceed with adding additional bookmobile stops to the west side of Bloomington.

Professional staff has concerns about adding additional stops as this may require eliminating existing stops. The fear is that some successful stops will have to be discontinued in order to place a stop in an area where the stops have not been successful in the past. With this, they have heard from some bookmobile users that are concerned with possibly having their stop cancelled.

Another issue raised by staff was that the bookmobile needs down time in order to be restocked between stops and for preventative maintenance to be performed. Along with this, there are only so many bookmobile drivers on staff and scheduling issues.

The Trustees recommended that perhaps a little more flexibility of the standards that dictate a successful bookmobile stop could be considered.

The Trustees suggested the possibility of more staff acquiring a CDL in order to drive the bookmobile with a pay increase as an incentive. Staff confirmed that there is already a bump in pay for this, but in the past this has not proven to be a motivator to obtain a CDL. Emily Kelahan redirected the discussion back to whether and in what way suggestions of bookmobile stops be given to staff to determine if it would be viable.

After much discussion, it was determined that the Board may compile a list of possible locations for stops on the west side, but keep in mind the time and effort that is necessary of staff to assess the stops for viability.

The discussion then shifted to whether there is a lack of library card holders in certain areas of Bloomington, and if so what can be done to have more of a balance in all areas.

Trustees suggested the following: Determine the areas lacking and conduct a survey of

those without cards to encourage them to obtain one; Library card drives at different events; To partner with different organizations such as the YMCA, so that a person may sign up for a library card as they are signing up for something else.

Staff shared that accomplishing these suggestions may be a bit problematic. There are server connectivity issues when working at a remote location, privacy issues with non-BPL personnel involved in library card registration, and the possibility of fraud/theft if a person claims to be someone else and checks out items and does not return them.

The Trustees encouraged staff to investigate improving the connectivity issues so that remote library card signups are possible.

Emily Kelahan stated that this was a good conversation between the Trustees and staff and she thinks there has been more honesty and openness, along with a better understanding that it needs to be a two way street. She went on to say, that she feels optimistic that our wheels are more so pointed in the same direction than before.

President Koos stated that the bookmobile routes will be an agenda item at the next meeting, and since this is a very important topic, she really wants input from all the Trustees. She went on to say, that what may happen is that some of the issues on this topic will be referred back to the 3 P's Committee to investigate to create a little more balance and save some time.

#### VI. Comments from Committee Members/Future Agendas

Laura Golaszewski shared that there had been encouragement from the Trustees present to think outside of the budget constraints, and she wanted to reiterate that library staff operates within the budget and it is difficult to consider these more theoretical ideas when they are trying to think how to translate that into reality.

Brittany Cornell stated that she may not be attending the July Board meeting as she will be relocating to Denver Colorado. She thanked everyone and shared that she has learned a lot in her time on the Board.

#### VII. Adjournment

Carol Koos moved, Brittany Cornell seconded, to adjourn the meeting. The motion carried unanimously.

Emily Kelahan, Chair adjourned the meeting at 7:02 p.m.