

Minutes  
**Board of Library Trustees**  
**September 5, 2014**  
**Main Library, Conference Center Multi-purpose Room 1**  
**303 North Laura Street**

Board Members Present:

Brenda R. Simmons-Hutchins, Chair  
Guy Anderson, Secretary  
Sybil Ansbacher, Trustee  
Ronnie King, Trustee  
Charlie Kleeman, Trustee  
Mark Wood, Trustee

Board Members Absent:

Tim J Anderson, Trustee  
Marc Hardesty, Trustee  
Gerald Reid, Trustee  
Jackie Perry, Trustee  
Erin Vance Skinner, Vice-Chair

Others Present:

Eric Lawrence,  
Assistant Director, Planning & Facilities  
Mark Merritt,  
Deputy Director, Administration & Finance  
Gretchen Mitchell,  
Assistant Director, Support Services  
Kathy Lussier,  
Manager, Community Relations &  
Marketing  
Julie McNeil,  
Assistant Director, Public Services  
Richard Mott,  
Manager for Strategic Initiatives  
Michael Sullivan, Southeast Region Manager  
Mitesh Sangani, Conference Center Manager  
Andrew Herron,  
Exec. Assistant to the Director

John Sawyer  
Office of the General Counsel  
Max Marbutt,  
*Financial News and Daily Record*

Call to Order

Chair Brenda Simmons-Hutchins called the meeting to order at 11:05AM. A quorum was present.

Introduction of Guests

Chair Simmons-Hutchins invited comments from members of the public. None were present, excepting visitor Max Marbutt of the Financial News and Daily Record.

Budget Discussion

Chair Simmons-Hutchins noted that, in the City Council Finance Committee's ongoing budgeting process, the budget gap currently stood at 12 million, which would translate to a cut of 3% if applied across the board, including approximately \$900,000 from the library. The purpose of this meeting would be to reach an understanding of what would and would not be the Board's preferred service cuts, if information on potential cuts were demanded of the library.

Chair Simmons-Hutchins apprised the group of the latest data on branch usage, trends,

cost, and geographical proximity to other branches, suggesting that the Board construct different scenarios to propose to the City's Finance Committee, if that body asks for information regarding potential cuts.

Trustee Mark Wood expressed concern that such time-pressured conversations do not allow for proper strategic deliberation. For instance, savings from cut branches might be used to increase service hours at others. Trustee Ronnie King additionally feels that the Board should have a philosophical discussion of what cuts should be restored if certain monies are restored later in the budgeting process. Chair Simmons-Hutchins sympathized but reminded the group that it must focus the current meeting on cost savings, since the City Council's Finance Committee might require details any minute. Richard Mott, Manager for Strategic Initiatives, informed the gathering that the information provided in handouts today would incorporate priority lists that emerged from the Board's previous deliberations on possible cuts to the FY 2014 budget.

Trustee Guy Anderson broached the idea of alternating hours between certain branches on Wednesdays and Thursdays. Deputy Director Carolyn Williams noted that this practice, while tempting, creates staff allocation difficulties, due to the fact that staff must be paid for forty weekly hours regardless of branch service hours.

Trustee Ronnie King suggested that materials might be a better cut than hours, an opinion to which new Trustee Charlie Kleeman is receptive.

The group set about determining which branch closures would harm the system the least. Difficult choices emerged. The Brentwood Branch Library, previously a candidate for closure due to poor usage, has nonetheless shown encouraging upward trends in usage and support. The South Mandarin Branch Library, ostensibly a likely cut due to its close proximity to the Mandarin Branch, is actually a newer and better facility than the latter. The Willowbranch Branch Library, one of the least efficient and most expensive branches, may soon see the successful completion of important repairs. The San Marco Branch Library, at first thought to be close enough to the Main Library to be cut without insuperably inconveniencing residents, fills a geographical gap which would stretch all the way from downtown to South Mandarin if the Mandarin Branch Library were also cut. Given these complexities, the group constructed the following scenarios:

#### Scenario 1

Cut the San Marco Branch Library.  
Cut the University Park Branch Library.  
Remove Sunday hours.  
Savings: \$1,058,000

#### Scenario 2

Cut the University Park Branch Library.  
Cut the Mandarin Branch Library.  
Remove Sunday hours.  
Savings: \$1,156,388

#### Scenario 2A

(Same as Scenario 2, but without removing Sunday hours)  
Savings: \$944,640

Scenario 3

Cut the Brentwood Branch Library.  
Cut the University Park Branch Library.  
Cut the Mandarin Branch Library (Kori Road).  
Remove Sunday hours.  
Savings: \$1,309,608

Scenario 4

Cut the Willowbranch Branch Library.  
Cut the University Park Branch Library.  
Cut the Mandarin Branch Library (Kori Road).  
Remove Sunday hours.  
Savings: \$1,464,206

Scenario 5

Cut the Willowbranch Branch Library.  
Cut the Mandarin Branch Library (Kori Road).  
Savings: \$792,234

**Trustee Guy Anderson moved that the Board authorize Library Administration to present Scenarios 2, 2A, 3, 4, and 5 to the City Council and its Finance Committee, if those bodies require information from the library on potential cuts. Trustee Ronnie King seconded the motion, and the motion was passed.**

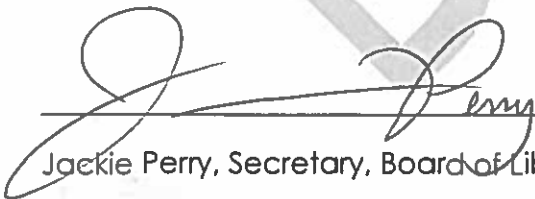
Deputy Director Merritt cautioned the group that the City Council was less likely to accept the scenarios as packages than to pick and choose amongst the component cuts.

Adjournment

The meeting was adjourned.



Erin Vance Skinner, Chair, Board of Library Trustees



Jackie Perry, Secretary, Board of Library Trustees

9/18/2014

Date Approved by the Board of Library Trustees