Roseville Public Library Commission

Regular Meeting

December 11, 2017

Minutes - UNAPPROVED

1. CALL TO ORDER

The meeting was called to order by Chairman Charlene VanMarcke at 6:30 p.m. in the Michigan History Room.

Present: Commissioners Phyllis Reneau, Cara Tonn, Charlene VanMarcke, Director Jacalynn Harvey.

Recording Secretary: Cara Tonn

1. DISPOSITION OF MINUTES

Motion by Commissioner Reneau, supported by Commissioner VanMarcke to accept the Minutes of the regular meeting of November 13, 2017.

**MOTION CARRIED UNANIMOUSLY.**

1. HEARING OF THE PUBLIC – The hearings of the public are designated. The hearing of the public will be for any Library business. Upon addressing the Commission, please state your name and address. Address the Chair. You are welcomed to direct questions, input information and/or express opinions to the Commission. Anyone using inappropriate or threatening language will be called out of order, and will correct their language or end their comments. Limit your remarks to three (3) minutes. If time permits, we may allow you one additional time period to provide new information or answer questions from the Trustees. Anyone not adhering to these rules will be called out of order by the Chair.
2. REPORT OF THE DIRECTOR
3. Library Update.
4. The Library will be closed December 23 through December 26 for the Christmas holiday.

b. The Library will be closed December 30 through January 2 for the New Year holiday.

1. Library Programs/Classes.
	1. Adult Programs: Library Lab on December 18, and January 4; Adult Open Craft & Coloring Night on December 12; Booked for the Evening *Truly Madly Guilty* on December 14; Booked for the Evening *The Catcher in the Rye* on January 4.
	2. Teen/Tween Programs: Tween Food Fun on December 13; Teen Advisory Board on December 15; Magic the Gathering on December 18 and January 8; Teen Community Service Opportunity on December 20.
	3. Family Programs: Chess Nuts: Drop-in Chess Play on January 6.
	4. Library Labs will be added for kids in the new year.
	5. Annamarie has been holding class visits, 6 between Thanksgiving and Christmas.
2. Library Statistics.
	1. Mostly down, due to holidays?
3. Friends of the Roseville Public Library.
	1. Kentucky Derby Fashion Show Fundraiser on schedule for May 2018.
4. Roseville Historical and Genealogical Society.
	1. No programs at this time.
5. Budget and Bills.
	1. Communication from Vera Edwards’ attorney that the settlement of the estate is ongoing.

Motion by Commissioner Tonn supported by Commissioner Reneau to accept the budget and bills.

**MOTION CARRIED UNANIMOUSLY.**

1. Other Items.
2. SUBURBAN LIBRARY COOPERATIVE

1. SEMCOG spoke at the Annual Meeting.

1. COMMUNICATIONS

None.

1. UNFINISHED BUSINESS
2. Personnel.
	1. Amanda Murphy and Tynesha Winn were hired as clerks.
3. Building and Grounds Update.
	1. AEW continues work on the plan.

3. Director’s Annual Performance Evaluation.

a. The Commissioners will compile comments and average scores in one document.

b. The Commissioners will present the compiled document to the Director at the January meeting.

4. ConnectED.

a. The Director will meet on December 20 with Roseville Community School Deputy Superintendent Mark Blaszkowski and Chris Frezza, Head of Systems for SLC.

5. Tree Lighting.

a. The Library handed out 300 bags containing books and promotional information to families.

6. Open Trustee Position

a. The Director will send letters to several people who she thinks may be interested.

7. Other Items.

 None.

1. NEW BUSINESS
2. Donations.

Motion by Commissioner Tonn supported by Commissioner Reneau to accept the donations and send thank-you notes to donors.

**MOTION CARRIED UNANIMOUSLY.**

2. Other Items.

None.

1. ADJOURNMENT

Commissioner Reneau made the motion, that having acted upon the agenda, the meeting be adjourned at 7:35 p.m. Commissioner Tonn supported the motion.

**MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Cara Tonn

Next Meeting: Monday, January 8, 2018 at 6:30 p.m. Regular Commission Meeting.