Roseville Public Library Commission

Regular Meeting

May 13, 2019

Minutes - UNAPPROVED

1. CALL TO ORDER

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

Present: Commissioners Mary Ann DeKane, Phyllis Reneau, Cara Tonn, Charlene VanMarcke, Laura Wurm, Director Jacalynn Harvey.

Recording Secretary: Cara Tonn.

1. DISPOSITION OF MINUTES

Motion by Commissioner Wurm, supported by Commissioner DeKane to accept the Minutes of the regular meeting of April 8, 2018.

**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.

a. The Library will be closed on Saturday, May 25, 2019, and Monday, May 27, 2019, for the Memorial Day Holiday. Summer hours begin on Monday, May 20, 2019.

b. The Director requests that the Library close on Friday, August 23, for a Staff Development Day.

Motion by Commissioner Reneau, supported by Commissioner DeKane to close the Library for a Staff Meeting on August 23, 2019.

**MOTION CARRIED UNANIMOUSLY.**

c. Open Meetings Act: the Director reviewed the act because of the new attorney general.

d. Phones: John Hasse says the work on the phone system will continue for another 2-3 months and has no answers on the PA system issue.

2. Library Programs/Classes.

a. Adult Programs: Cannabis for Pain Management on May 16; Adult Trivia Night on May 23 and July 25; Adult Open Craft & Coloring Night on June 4; Booked for the Evening *The Curious Charms of Arthur Pepper* on June 6; Podcasts Crash Course on June 10; Movie Time *A Hitchhiker’s Guide to the Galaxy* on July 1; Booked for the Evening *Reader’s Choice!* on July 11; UFOs & Alien Abductions on July 23; Booked for the Evening *The Library Book* on August 1; Movie Time *A Star is Born* on August 5; Nebula in a Bottle on August 8; Library Commission Meeting on August 12; Adult Open Craft & Coloring Night on August 13; Friends of the Roseville Library Meeting on August 28.

b. Family Programs: Family Movie *Mary Poppins Returns* on May 15; Moon Button Craft on June 13; Summer Reading Club Kickoff on June 14; Family Movie *Spider Man Into the Spiderverse* on June 14; Outdoor Book Walk on June 17 and 24, July 1, 8, 15, and 22; Family Craft: Alien and Star Slime on June 20; Awesome Astronauts on June 24; Fireworks Salt Painting on June 27; Family Movie *A Wrinkle in Time* on June 28; Family Movie *The Grinch* on July 5; Library Melodies: Matthew Ball, the Boogie Woogie Kid on July 10; Family Craft: Galaxy and Alien Rocks on July 11; Family Movie *The House with a Clock in Its Walls* on July 12; Family Craft: Breaker Space on July 18; Family Movie *Wall-E* on July 19; Family Craft: Tissue Paper Bowl on July 25; Family Movie *Ralph Breaks the Internet*  on July 26; Family Craft: Out of This World Perler Beads on August 15; Caturday Crafts and Conversations on August 20.

c. Tween & Teen Programs: Magic the Gathering on Mondays at 3:30; All About the Oreos on May 22; Teen Community Service Opportunity on June 5 and July 10; K-Pop vs. J-Pop on June 19; Martian Madness Escape Room! on June 26; Battle of the Soda on July 3; Galaxy Painting on July 17; Silent Library on July 24.

d. Youth Programs: Monday Minion Madness on June 3; Youth LEGO Club on June 17, July 8, and August 19; Comic Book Day on June 18 and July 16; STEM: Space is Out of this World on July 15; Book Camp July 29-August 1, August 5-8.

e. Roseville Historical and Genealogical Society: Detroit’s Own Polar Bear Soldiers of WWI on May 21; Lady Dulcimer Musical on June 18.

3. Library Statistics.

4. Friends of the Roseville Public Library.

a. Friends Chocolate Friendzy & Annual Meeting on Wednesday, May 29 at 6:00 p.m. will include election of officers.

b. The Book Sale generated $1,441.25 in sales.

c. Sara Simich agreed to be nominated as Secretary.

5. Budget and Bills.

a. Revenue and Expense Report, Disbursement Reports, Centralized Purchasing Report reviewed.

b. State Aid from 2017-18 comes to $9,386.25.

c. Review of approved budget.

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

**MOTION CARRIED UNANIMOUSLY.**

1. SUBURBAN LIBRARY COOPERATIVE

1. Tutor.com: the company has reduced the price from $76,000 to $50,000 annually due to its underperformance.

2. Work is ongoing for the literacy grant.

3. Sirsi App: beta testing for self-checkout will be coming soon.

1. COMMUNICATIONS

None.

1. UNFINISHED BUSINESS

1. Building and Grounds Update.

a. The landscaping is finished.

b. The South Entrance Canopy project is back on target, with a completion date at the end of June.

2. Personnel.

a. Amanda Murphy, Library Intern, begins May 20.

b. The Library will be posting an open position for a part-time library clerk.

5. Other Items.

None.

VIII. NEW BUSINESS

1. Donations: include those from Pat and Monica Eick, and for a rolling craft paper rack.

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

**MOTION CARRIED UNANIMOUSLY.**

2. Dale Jaslove Promotions.

a. This promoter is offering discounts to events at Emagine, LCA and the Fox Theatre at a discount to library patrons.

3. Community Development Block Grant.

1. The Library received a second grant for $1,500 for large-type books.

4. Annual Computer Order.

a. The order includes eight Dell Optiplex, three all-in-one units for the staff area, and one computer for the Friends (to be reimbursed).

5. SLC Intern.

a. The Library will have the intern for September and October, 2019.

6. Michigan Activity Pass.

a. The MAP has been updated for 2019-20 and linked to the website.

7. Other Items.

IX. ADJOURNMENT

Commissioner Reneau made the motion, that having acted upon the agenda, the meeting be adjourned at 7:39 p.m. Commissioner Wurm supported the motion.

**MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Cara Tonn

Next Meeting: Monday, August 12 at 6:30 p.m. Regular Commission Meeting.