

ROSEVILLE PUBLIC LIBRARY
29777 GRATIOT AVE, ROSEVILLE, MI 48066
586-445-5407
REGULAR MEETING - ERIN AUDITORIUM
NOVEMBER 8, 2021
MINUTES - APPROVED

I. CALL TO ORDER

The meeting was called to order by Chairman Charlene VanMarcke at 6:28PM.

ROLL CALL: Chairman Charlene VanMarcke - HERE, Trustee Laura Wurm - HERE, Vice Chair Sandra Scott - HERE, Director Jacalynn Harvey - HERE, Secretary Nina Lineberger - HERE, and Trustee Mary Ann DeKane - HERE.

II. CALL FOR AGENDA APPROVAL OR CHANGE

Motion by Commissioner Wurm to approve agenda with corrections.
Motion seconded by Commissioner Scott.

ROLL CALL VOTE: Commissioner VanMarcke - YES, Commissioner DeKane - YES, Commissioner Lineberger - YES.

MOTION CARRIED UNANIMOUSLY.

III. DISPOSITION OF MINUTES

Motion by Commissioner DeKane to approve the minutes to approve the Minutes of the meeting of October 11, 2021. Motion seconded by Commissioner Lineberger.

ROLL CALL VOTE: ROLL CALL VOTE: Commissioner VanMarcke - YES, Commissioner Wurm - YES, Commissioner Scott - YES.

MOTION CARRIED UNANIMOUSLY.

IV. 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 welcome 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.

V. REPORT OF COMMITTEES OR THE DIRECTOR

1. Director's Report

- a. Met with the City Manager to discuss library independence, beginning with three positions in the supervisor's union, 1917 AFSME.
- b. Visited a homeschool group at Cornerstone Baptist, a local church, and spoke about being a librarian as a career.
- c. Received an invitation to visit all classes at Patton Elementary.
- d. The Library will be closed November 25-27 for Thanksgiving.

2. Donations Report

3. Library Statistics

- a. Statistics are slightly down. It is looking like we are heading to mostly in person programming, though virtual is still offered.

4. Library Programs, Services, and Collections

- a. There is a Friends meeting on 11/10/2021.
- b. Battle of the Books on 11/13/2021, Teen DIY Bubblegum on 11/17/2021, and Holiday Appetizers with Mary Spencer on 12/6/2021.
- c. Make and Take kits are still very popular, as well as STEM kits.

5. Budget and Bills

- a. Still saving for interior remodeling.
- b. Director Harvey spoke with the City Controller and was informed that recent ARPA funds cannot be used for anything for the Library unless it directly benefits the City as their landlord.

Commissioner DeKane motioned to accept bills. Supported by Commissioner Wurm.

ROLL CALL VOTE: Commissioner VanMarcke - YES, Commissioner Scott - YES, Commissioner Lineberger - YES
MOTION CARRIED UNANIMOUSLY.

VI. SUBURBAN LIBRARY COOPERATIVE

1. The Library Network received a \$1.15 million grant to purchase M83TLC kits for kids to reduce the digital divide. The Cooperative received from that a \$10K grant to improve early literacy. \$8,800 will go towards books, the remainder will be used for grant writing.

VII. COMMUNICATIONS

No Communications.

VIII. UNFINISHED BUSINESS

1. Personnel
 - a. Terminated employment for Youth Services Coordinator effective 11/4/2021.
 - b. Director Harvey proposes that a current employee may be upgraded to this position.
2. Building and Grounds

- a. The City hired a contractor to remove and replace the concrete at the south entrance, who in turn hired a subcontractor to do the work. The subcontractors damaged all five support beams for the canopy, the landscaping brick pavers, and one bike rack. Director Harvey spoke with Engineering and they are arranging the repairs.

IX. NEW BUSINESS

1. Collection Development Policy and Request for Reconsideration Form have been sent to the attorney for review.

2. Class Visit Policy

Motion by Commissioner DeKane to replace the Class Visit Policy with a procedure. Supported by Commissioner Scott.

ROLL CALL VOTE: Commissioner VanMarcke - YES, Commissioner Wurm- YES, Commissioner Lineberger - YES.

MOTION CARRIED UNANIMOUSLY.

3. Proctoring Exams Policy

Motion by Commissioner Lineberger to replace the Class Visit Policy with a procedure. Supported by Commissioner DeKane.

ROLL CALL VOTE: Commissioner VanMarcke - YES, Commissioner Wurm- YES, Commissioner Scott- YES.

MOTION CARRIED UNANIMOUSLY.

4. STEM Kits

- a. The library would like to create a Library of Things that patrons can checkout. Currently, the library offers 14 mobile wifi hotspots for patrons to check out, which are popular. Examples of potential items include laptops, gardening tools, bakeware, etc. Items would be non-holdable.

Motion by Commissioner Scott to use \$2500.00 in Centralized Purchasing money to begin making STEM kits for the Library of Things. Supported by Commissioner Wurm.

ROLL CALL VOTE: Commissioner VanMarcke - YES, Commissioner Dekane - YES, Commissioner Lineberger - YES.

MOTION CARRIED UNANIMOUSLY.

X. ANNOUNCEMENT OF NEXT MEETING

The next meeting will be held on December 13, 2021 at 6:30PM in the Conference Room.

XI. ADJOURNMENT

Commissioner DeKane made the motion that, having acted upon the agenda, the meeting be adjourned at 7:43PM. Commissioner Wurm supported the motion.

ROLL CALL VOTE: Commissioner VanMarcke - YES, Commissioner Scott - YES, Commissioner Lineberger - YES.

MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,
Nina Lineberger, Secretary