

ROSEVILLE PUBLIC LIBRARY
29777 GRATIOT AVE, ROSEVILLE, MI 48066
586-445-5407
REGULAR MEETING - ARCHIVES OFFICE
OCTOBER 10, 2022
MINUTES - APPROVED

I. CALL TO ORDER

The meeting was called to order by Chairman Charlene VanMarcke at 6:32PM.

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

Others present: Director Jacalynn Harvey

II. CALL FOR AGENDA APPROVAL OR CHANGE

Motion by Commissioner Lineberger to approve agenda. Motion seconded by Commissioner Wurm.

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

MOTION CARRIED UNANIMOUSLY.

III. DISPOSITION OF MINUTES

Motion by Commissioner Wurm to approve the minutes of the meeting of September 12, 2022. Motion seconded by Commissioner Lineberger.

ROLL CALL VOTE: Commissioner VanMarcke - YES, Commissioner Lineberger - YES, Commissioner Wurm - 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. There have been 2 significant attempts to ban LGBTQ materials from 2 libraries in the cooperative, Lenox and Mt. Clemens. Materials have been challenged less vigorously at Clinton-Macomb. Director Harvey has reviewed the Request for Reconsideration Form and advised librarians to make sure all books are properly cataloged.
- b. Due to staffing issues, no employees will be attending MLA's annual conference in Port Huron later this month.

2. Donations Report

- a. 7 books were donated.

3. Library Statistics

- a. Statistics impacted by the switch to the new integrated system. Two weeks missing due to the system being down.
- b. Staff will try to retrieve as much missing information as possible, though it is likely not all will be able to be retrieved.

4. Library Programs, Services, and Collections

- a. Receiving more requests for study rooms, especially for online meetings.
- b. Polaris went live 9/22/2022. Roseville has once again been selected as a tester for new software and services by Polaris.
- c. One of our largest material suppliers, Baker and Taylor, had a ransomware attack in early September that took down their software. As a result, they were unable to deliver materials until recently.
- d. White Pine Library Cooperative joined the list of partner libraries/cooperatives and our patrons can now borrow digital materials from them through OverDrive.
- e. More schools are reaching out for class visits to the library. Kaiser and Steenland have so far been in contact for a total of 4 classes.
- f. Shelves have been shifted in the youth area to make room for the STEM kits. They are in processing and will be available this month.
- g. The Banned Books Week displays and programming were popular. Many people were surprised by the titles that had been challenged/banned.

5. Budget and Bills

Commissioner Lineberger motioned to accept the bills.
Commissioner Wurm seconded the motion.

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

6. Other

- a. Commissioner Wurm motioned to close the Library on Thursday, December 1st to staff and prepare for the City's

Christmas Tree Lighting, Commissioner Lineberger supported the motion.

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

- b. Commissioner Wurm expressed that she has seen libraries become fun places to gather and socialize and would support a move to follow this trend. Commissioner Lineberger expressed interest in what those types of programs would look like. Director Harvey has seen a shift towards a community center approach to library programs in recent years.

VI. SUBURBAN LIBRARY COOPERATIVE

1. Clinton-Macomb pulled out of the OverDrive group.

VII. COMMUNICATIONS

1. A patron stopped at the front desk to express that he and his wife love that the library went fine free. They have children and are normally 2-3 days late, which adds up.

VIII. UNFINISHED BUSINESS

1. Personnel
 - a. Staffing levels are very low.
 - b. Director Harvey has gone through and refreshed all job postings in an effort to find candidates.

Commissioner Lineberger made a motion to approve a Library Program Aide posting. Commissioner Wurm seconded to motion.

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

2. Building and Grounds
 - a. Director Harvey asked about reopening the hallway between City Hall and the library to the public and has yet to hear back.
 - b. Friends Used Book Sale still set to take place in the archives room. The elevator broke, which has delayed setup.
3. Circulation Policy Fine Updates
 - a. Director Harvey updated the fines policy to reflect fine elimination.

Commissioner Wurm motioned to approve the fines policy updates. Commissioner Lineberger seconded the motion.

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

Commissioner Lineberger motioned to approve the computer use policy updates. Commissioner Wurm seconded the motion.

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

4. Strategic Plan
 - a. Jan at MCLS is working on the strategic plan and we should receive it this month.
5. Other

IX. NEW BUSINESS

1. Interactive Play Panels

- a. SLC donated 1 backerboard and will donate 27-30 panels to rotate between libraries.
- b. The library purchased 6 panels and 2 additional backerboards so that we can have 3 panels up at once.
- c. They will be located on the endcaps in the youth area.
- d. Director Harvey brought in several of the boards the library purchased for the trustees to see.

2. Request for Proposal from Design/Build Organizations

3. Other

- a. Director Harvey provided a revised list of Trustee meetings.
- b. Friends of the Library will be doing cider and donuts at the library for Friends of the Library Week. Most likely 10/20/2022.

X. ANNOUNCEMENT OF NEXT MEETING

November 14, 2022 at 6:30 in the Commission Conference Room or Erin Meeting Room.

XI. ADJOURNMENT

Commissioner Lineberger made the motion that, having acted upon the agenda, the meeting be adjourned at 7:57 PM. Commissioner Wurm supported the motion.

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

MOTION CARRIED UNANIMOUSLY.

Respectfully Submitted,
Nina Lineberger, Secretary

