

ROSEVILLE PUBLIC LIBRARY
29777 GRATIOT AVE, ROSEVILLE, MI 48066
586-445-5407
REGULAR MEETING – COMMISSION CONFERENCE ROOM
MARCH 11, 2024
MINUTES - APPROVED

I. CALL TO ORDER

Members Present: Charlene VanMarcke (President), Nina Lineberger (Secretary), and Sandra Scott.

Library Staff Present: Director Harvey

The meeting was called to order by Chairman Charlene VanMarcke at 6:25PM.

II. CALL FOR AGENDA APPROVAL OR CHANGE

Motion by Commissioner Lineberger to approve the agenda.

Motion was approved.

III. DISPOSITION OF MINUTES

Motion by Commissioner Scott to amend the January 8, 2024 minutes.

Motion was approved.

Motion by Commissioner Scott to approve the minutes of the meeting of February 12, 2024.

Motion was approved.

IV. REPORT OF COMMITTEES OR THE DIRECTOR

1. Director's Report

- a. The Library will be closed March 29-30 for Good Friday and Easter weekend.
 - b. Tracey spoke at the Optimist meeting March 5.
 - c. Amanda Pfister and Sarah Marsack attended Spring Institute in Muskegon March 6-8.
2. Donations Report
- a. \$80.00 in in the donations box in February. Money will be used for Summer Reading Program supplies.
 - b. Per Mary Ann DeKane's sister, Mary Ann left 5% of her estate to the library. Have yet to find out what that amount is.
 - c. We have received some donations in memory of Mary Ann and expect more.
3. Library Statistics
- a. Librarians are actively weeding the collection.
4. Library Programs, Services, and Collections
- a. Three memory kits were completed to assist caregivers in caring for family members with memory issues.
 - b. *Brush and Beyond* with Anton Art Center is March 12, 10:00AM – 2:00PM.
 - c. Baby Signs ends March 18, to be replaced with story time.
 - d. Hosted 50 third graders from Steenland Elementary on March 4.
 - e. Will begin giving out solar eclipse glasses on March 18.
5. Budget and Bills

Commissioner Lineberger made a motion to accept the budget and bills. Motion was approved.

6. Other

V. SUBURBAN LIBRARY COOPERATIVE

1. SLC has a new marketing coordinator who is already working on promoting the Virtual Library Card.

VI. COMMUNICATIONS

1. Director Harvey sent a letter to a patron regarding the patron's concerns about Library policies and services.

VII. UNFINISHED BUSINESS

1. Building and Grounds
 - a. Requested Spring cleanup, mulch removal, and new plants that are under warranty from LSI. Quoted \$1516.00.
2. Employment and Staffing
 - a. Hired new Clerk I employees.
 - b. Question for HR on the ability of employees to wear personal statements.
3. Open Positions on Library Commission
 - a. Received Laura Wurm's application to rejoin the Board, as well as an application from a "super user" of the Library, Kim Bowman.

Commissioner Scott motioned to recommend Laura Wurm to City Council for approval.

Motion was approved.

4. FY 2024-25 Budget
 - a. \$60,000.00 over budget, the Controller is working on it.
5. Telework Policy

Commissioner Scott motioned to accept the Telework policy.

Motion was approved.

VIII. NEW BUSINESS

1. Library Renovation

- a. Director Harvey met with Dwane and Darren of Comprehensive Design Group. A proposal is being worked on.

2. Other

IX. 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.

No public comments.

X. ANNOUNCEMENT OF NEXT MEETING

April 8, 2024 in the Commission Conference Room.

XI. ADJOURNMENT

Commissioner Lineberger made the motion that, having acted upon the agenda, the meeting be adjourned at 8:50PM.

Motion was approved.

Respectfully Submitted,
Nina Lineberger, Secretary