

ROSEVILLE PUBLIC LIBRARY
29777 GRATIOT AVE, ROSEVILLE, MI 48066
586-445-5407
REGULAR MEETING – COMMISSION CONFERENCE ROOM
MAY 13, 2024
MINUTES - PROPOSED

I. CALL TO ORDER

Members Present: Charlene VanMarcke (President), Nina Lineberger (Secretary), Sandra Scott, Laura Wurm, and Kim Bowman.
Library Staff Present: Director Harvey

The meeting was called to order by Chairman Charlene VanMarcke at 6:30PM.

II. As there were no changes, the agenda was approved.

III. The minutes from March 8, 2024 were approved with corrections.

IV. REPORT OF COMMITTEES OR THE DIRECTOR

1. Director's Report

- a. Library Summer hours will begin Monday, May 20th with our first closed Saturday being May 25th.
- b. Library will be closed May 27th for Memorial Day.
- c. City Manager Ryan Monroe contacted Director Harvey about changing City Hall hours during the Summer to 4 9-hour days and half days on Fridays. She declined as there are already programs planned out for the Summer, as well as part time employees that rely on the hours that are currently in place.
- d. There will be a survey for library patrons and residents regarding the upcoming renovations.

2. Budget and Bills

- a. The budget and bills were approved.

3. Library Statistics

- a. Librarians are still actively weeding the collection in anticipation of renovations.

4. Donations

- a. The acrylic donations box had \$118.00 in it in march. Funds will go towards the Summer Reading Program.

5. Library Programs, Services, and Collections

- a. April was Financial Literacy Month.
- b. Green Thumb classes doing well – very popular.
- c. The last of the school visits have been finished up.
- d. Anticipated upcoming programs include chess and French practice.
- e. The Orchards of Michigan/Roseville reached out to have a loan program for residents, but books have yet to be picked up by the coordinator.

6. Other

V. SUBURBAN LIBRARY COOPERATIVE

1. Pest management and book repair classes very well received by member libraries.

VI. COMMUNICATIONS

1. Angela Cope's racial discrimination case against the Library was dismissed. Response from the state comes 3 years after case was filed.
2. Director Harvey had to bar a patron from the Library permanently due to sexual harassment of a staff member.
3. A resident, but not yet library patron, sent an email and spoke with Director Harvey regarding complaints about the newsletter that went out.

VII. UNFINISHED BUSINESS

1. Employment and Staffing
 - a. Two long time employees left, but there is currently enough staff that it is manageable.
2. Fiscal Year 2024/25 Budget
 - a. This will be a tight budget, mostly due to staffing.
 - b. The reserve fund for the Library's portion of the renovation is \$1,000,000 with a remainder of \$1,138,839. The unreserved fund (for emergencies) is 19%, or \$363,674.

Commissioner Wurm motioned to approve the annual budget.
Commissioner Lineberger supported the motion. Motion was passed.

3. Library Renovation Proposal Summary/Purchasing Policy
 - a. The public areas are the main priority of this renovation. Staff areas would be nice, but they are farther down the list.
 - b. Trustees to meet with Ideation Orange to go over proposed renovation plans.
4. Other

VIII. NEW BUSINESS

1. Appointment of Trustee Laura Wurm

Commissioner Scott motioned to approve a renewed term for Laura Wurm.
Commissioner Bowman supported the motion. Motion passed.

2. Frequency of Library Commission Meetings
 - a. Tabled until next meeting.

3. Policies

Commissioner Lineberger made a motion to withdraw the Customer Service Policy, Public Relations Policy, and Television/DVD Player Policy. Commissioner Wurm supported the motion. Motion was passed.

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

August 12, 2024 at 6:30PM in the Commission Conference Room.

XI. ADJOURNMENT

Commissioner Lineberger made the motion that, having acted upon the agenda, the meeting be adjourned at 8:00PM.

Motion was approved.

Respectfully Submitted,
Nina Lineberger, Secretary

