1. ROLL CALL

Board Members Present: Rachel Anderson, William Baldridge, Jame Botts, Sophia Brewer, M. Jade VanderVelde, Caralee Witteveen-Lane

Board Members Absent:

Administration Present: Bob Adcock, Ken Dahlman, Marla Ehlers, Kristen Krueger-Corrado, John McNaughton, Briana Trudell, Patrick Beatty

Staff Present:

Public Present: Steven Assarian, GREIU; Melissa LaGrand; Victoria Mullen; Dan Poortenga, GRPLF; Kent Sparks; Sara Vander Werff, City Comptroller’s Office; Elizabeth White

2. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

3. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON APRIL 24, 2018

MOTION: By Commissioner Baldridge, supported by Commissioner VanderVelde, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of April 24, 2018.

ACTION: AYES 6 – 0

Motion passed.

4. BOARD CANDIDATE INTERVIEWS

Botts welcomed the candidates and explained to them the process. The board interviewed Melissa LaGrand, Victoria Mullen, Kent Sparks, and Elizabeth White. Then discussed the qualifications of each candidate.

MOTION: By Commissioner Anderson, supported by Commissioner VanderVelde, that the Board of Library Commissioners of the City of Grand Rapids agrees to appoint Kent Sparks to fill the vacant Board of Library Commissioners seat.

ACTION: AYES 6 – 0

Motion passed.

Botts asked McNaughton to send out letters informing the candidates of their decision and to inform them of the 2019 election. He also asked McNaughton to contact Sparks to offer him the seat.
5. **BOARD COMMENTS**

Baldridge stated that he noticed that at Ottawa Hills chimney needs attention. Dahlman replied that it is set to be fixed in FY2019.

McNaughton told the board that he checked into the lights above the reference desk and that the light is too bright and causes a glare so staff keep them turned off. There was conversation around this topic and it was determined that Dahlman would remove the light fixtures above the reference desk.

6. **COMMITTEE REPORTS**

No comments.

7. **STAFF & FOUNDATION REPORTS**

A. **Statistical Report for April 2018**

No comments.

B. **Staff Changes Report**

No comments.

C. **Library Director's Report**

McNaughton told the board that there will be a Strategic Plan 2018 update next month, that he is working with staff to gather information for the next strategic plan, and informed them that he will send out a staff survey and conduct one-on-one sessions to get staff input on where they would like to see GRPL continue to advance.

D. **Financial Report**

The board discussed with Adcock the transformation fund balance and the bond fee.

E. **Communications Report**

The board congratulated Krueger-Corrado and her department on the awards.

F. **Foundation Update**

No comments.

8. **OLD BUSINESS**

A. **Parking Lot Discussion**

No comments.

9. **NEW BUSINESS**

A. **FY 2018 Budget Adjustment – LSTA Grant**

John gave a short overview of what the program entails.

**MOTION:** By Commissioner Anderson, supported by Commissioner Baldridge, that the Board of Library Commissioners of the City of Grand Rapids approves the proposed budget adjustment for FY 2018 for the LSTA Grant.

**ACTION:** AYES 6 – 0

Motion passed.
B. Appointment of John McNaughton to LLC Board

MOTION: By Commissioner Baldridge, supported by Commissioner Anderson, that the Board of Library Commissioners of the City of Grand Rapids agrees to appoint John McNaughton as its representative on the Lakeland Library Cooperative Board.

ACTION: AYES 6 – 0

Motion passed.

C. West Side Branch Boiler Replacement Discussion

Dahlman explained to the board what it would take to fix the leaks in the boilers West Side and that they are scheduled to be replaced in FY2022. He recommended that the board move up the replacement timeline and replace them in FY2019. Anderson asked if there would be any energy savings with the new boilers. Dahlman replied 20%. The board then discussed the process they would need to take to move up the replacement dates.

10. INFORMATION ITEMS

A. Media Index

No comments.

B. Board & Administrator, May 2018

No comments.

11. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

Assarian asked about the upcoming Strategic Plan and how it would impact the budget. McNaughton stated that the library would send out a Request for Proposals (RFP) and it be a very collaborative process and that the library budgeted $35,000 to hire a firm.

12. AGENDA ITEMS FOR REGULAR BOARD MEETING: JUNE 26, 2018

West Side Boiler

Witteveen-Lane stated that she will be absent at the June meeting.

13. MOTION TO ENTER CLOSED SESSION TO DISCUSS PARKING LOT

(5:13 pm) MOTION by Commissioner VanderVelde, second by Commissioner Brewer to go into closed session pursuant to Section 8(h) of the Open Meetings Act to consider material exempt from discussion or disclosure. The board is discussing a privileged and confidential written memorandum prepared by the board's legal counsel. These matters are exempt from disclosure under Section 13(1)(g) of the Freedom of Information Act.

ACTION: AYES 6 (Anderson, Baldridge, Botts, Brewer, VanderVelde, Witteveen-Lane) – 0

Motion passed.

(5:59 pm) Closed session was concluded via MOTION to return to open session by Commissioner Baldridge, supported by Commissioner Anderson.

ACTION: AYES 6 – 0

Motion passed.

Meeting resumed in open session at 6:00.
13. **PUBLIC COMMENTS**

   No comments.

   *Meeting adjourned at 6:01 pm.*