MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS
October 30, 2018 – 1:30 pm
111 Library St NE – Board Room

Botts called the meeting to order at 1:30 pm.

1. **ROLL CALL**

   Board Members Present: Rachel Anderson, William Baldridge, James Botts, Sophia Brewer, Kent Sparks, M. Jade VanderVelde, Caralee Witteveen-Lane (departed early)

   Board Members Absent:

   Administration Present: Robert Adcock, Amy Cochran, Marla Ehlers, Kristen Krueger-Corrado, John McNaughton, Rebecca Near, Briana Trudell, Patrick Beatty

   Staff Present:

   Public Present: Steven Assarian, GREIU

2. **PUBLIC COMMENTS ON AGENDA ITEMS**

   None.

3. **APPROVAL OF MINUTES**

   MOTION: By Commissioner Baldridge, supported by Commissioner Anderson, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular and special board meetings of September 25, 2018.

   ACTION: AYES 7 – 0

   Motion passed.

4. **STRATEGIC PLANNING FIRM CONVERSATIONS AND SELECTION**

   The board reviewed their questions as well as the responses the firms provided in advance.

   The board talked with Sarah Keister Armstrong from 1:40 – 1:58 pm.

   The board talked with Margaret Sullivan from 2:00 – 2:17 pm.

   The board then discussed the pros and cons of each of the firms. The board then heard the opinions of the director and staff present. They then discussed the two firms further.

   MOTION: By Commissioner Baldridge, supported by Commissioner Sparks, that the Board of Library Commissioners of the City of Grand Rapids agree to negotiate with Margaret Sullivan to a firm price not exceed the cost of $50,000.

   ACTION: AYES 6 – 0

   Motion passed.
5. **BOARD COMMENTS**

   Baldridge stated that he heard from someone that during the friend’s book sale the library lot was completely full and he suggested that staff look into alternative parking for next year’s sale. Botts stated that he had already talked to McNaughton about parking for the book sale.

6. **COMMITTEE REPORTS**

   A. **Policy Review Committee**

   Baldridge stated that they committee had nothing in the way of changes and will recommend in January that the board re-approve the policy manual as is.

7. **STAFF & FOUNDATION REPORTS**

   A. **Statistical Report for September 2018**

   Anderson commented that the jump in digital usage has been the biggest jump yet and added that staff should come to the board if more funds are needed to support this rise in digital usage.

   B. **Staff Changes Report**

   No comments.

   C. **Library Director’s Report**

   McNaughton updated the board stating that he received the scholarship for the Center for Creative Leadership that will cover 65% of the cost to attend the workshop.

   D. **Financial Report**

   No comments.

   E. **Foundation Update**

   No comments.

8. **OLD BUSINESS**

   No comments.

9. **NEW BUSINESS**

   No comments.

10. **INFORMATION ITEMS**

    A. **Media Index**

    No comments.

    B. **Board & Administrator, October 2018**

    No comments.

11. **GRAND RAPIDS EMPLOYEES INDEPENDENT UNION**

    No comments.
12. AGENDA ITEMS FOR REGULAR BOARD MEETING: NOVEMBER 27, 2018

   Literacy Center and Grandville Ave Arts and Humanities updates

13. PUBLIC COMMENTS

   No comments.

Meeting adjourned at 3:09 pm.