Baldridge called the meeting to order at 4:00 pm.

1. **ROLL CALL**

Board Members Present: Rachel Anderson, William Baldridge, James Botts, Sophia Brewer, Kent Sparks, Caralee Witteveen-Lane

Board Members Absent: M. Jade VanderVelde (with notice)

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

Staff Present: Jen Vander Heide

Public Present: Carl Meyering, GREIU; Margaret Sullivan and Danielle Milam, Margaret Sullivan Studios

2. **PUBLIC COMMENTS ON AGENDA ITEMS**

No comments.

3. **APPROVAL OF MINUTES**

MOTION: By Commissioner Botts, supported by Commissioner Anderson, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of February 26, 2019.

ACTION: AYES 6 – 0

Motion passed.

4. **BOARD COMMENTS**

Baldridge extended the deepest sympathies to VanderVelde and her family for the loss of her husband, Ed. And told the group if they’d like to they could donate money to the University of Michigan Alumnae scholarship fund through the Grand Rapids Community Foundation in his honor they can get checks send to Trudell and she will get it to the Community Foundation.

A. **ALA Midwinter Report**

Witteveen-Lane told the group that her notes were from her favorite sessions and she was very grateful to have had the opportunity to attend the conference.

Sparks added that they were great topics and there was a lot of info in there that could be used in the strategic planning process.

5. **COMMITTEE REPORTS**

No comments.
6.  **STAFF & FOUNDATION REPORTS**

A.  **Statistical Report for January 2019**

No comments.

B.  **Staff Changes Report**

No comments.

C.  **Library Director’s Report**

McNaughton told them that he was able to go to ALA Midwinter was inspired by many of the sessions. He stated that the Center for Creative Leadership program from which he just returned was a life changing and intense program and thanked the board for the opportunity.

McNaughton thanked the Communications department for the wonderful Annual Report.

He also told the board that the Memorandum of Understanding for the St. James/West Side Branch parking lot was currently being approved by the Diocese of Grand Rapids and he would bring it to the board when it was ready. He also told the board that the GRPL Wireless Analysis would be in April’s board packet.

D.  **Financial Report**

No comments.

E.  **Communications Report**

No comments.

F.  **Foundation Update**

No comments.

7.  **OLD BUSINESS**

A.  **2019 Strategic Planning Update (Board Survey Follow-up)**

Baldridge thanked Sullivan for communicating with the board and for coming and presenting to the board.

Sullivan introduced her colleague Milam then started her presentation about the process in general and what stage the library is in at the moment.

Witteveen-Lane asked if there will be documents written up. Sullivan stated that after each visit that write-ups will be sent to GRPL afterwards. In addition to a summary those documents will inform the next step in the process. Sullivan will send the documents to the board through Trudell.

Baldridge asked Sullivan is she received surveys from each of the board members and if she had followed up with each of them on the phone. She replied that she had and that the document they have in front of them is a result of both.

The board, Sullivan, and Milam then discussed the challenges that the library and Grand Rapids as a whole is facing in addition to the desires of staff for the future. The board also voiced concerns about communication and the process. They also spoke about how to better connect GRPL to the community.

Baldridge asked how they envision the measurable and quantifiable goals for the library as a way to measure how well the library and its director are doing. Sullivan replied that the outcome goals
and how they are measured will be specific to the framework that is being built. Some of the goals might be measured in metrics whereas some may be anecdotal.

8. NEW BUSINESS

A. Approval of the Board Policy Manual for 2019

Baldrige stated that there was a typo in Policy 20-5 and that Trudell will update it.

MOTION: By Commissioner Botts, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids approve the Board Policy Manual for 2019 with the changes discussed.

ACTION: AYES 6 – 0

Motion passed.

B. Budget Approval

Adcock stated that there was an error on page two of the budget proposal and gave them an updated sheet.

MOTION: By Commissioner Anderson, supported by Commissioner Botts, that the Board of Library Commissioners of the City of Grand Rapids approve the budget proposal for FY2020.

Baldrige stated that for the next years budget he would like to add a line item for Board Acknowledgement so that they can pass on acknowledgement through gifts in the case of a death of staff, a board member, or a board member’s family.

ACTION: AYES 6 – 0

Motion passed.

C. Regular Board Meeting Time Discussion

Sparks stated that having the board meetings at 4:00 pm doesn’t feel as transparent nor as open as it could and that he feels that from an equity and access point it should be later. He offered the topic up for discussion.

The board then discussed the issue and stated they would like to try meeting at 5:15 pm and it will be an agenda item for next month’s meeting.

D. Juvenile Fine-Free at GRPL Discussion

McNaughton introduced this proposal and stated that the library should be accessible to all children and not just children who can afford it.

MOTION: By Commissioner Sparks, supported by Commissioner Botts, that the Board of Library Commissioners of the City of Grand Rapids agree to go fine-free for all juvenile materials.

Sparks stated that it’s a wonderful document and a great idea. Anderson added that she is very excited to try this and that feels it is more equitable. McNaughton stated that he would like to have it in place before the Summer Reading Challenge.

ACTION: AYES 6 – 0

Motion passed.
E. March Meeting Date Adjustment

   Baldridge stated that a board member asked for the date to be adjusted. Witteveen-Lane stated that after seeing the schedule for the MSS visit that she no longer felt moving the Regular Board Meeting was necessary.

9. INFORMATION ITEMS

   A. Media Index

      No comments.

   B. Board & Administrator, February 2019

      No comments.

10. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

    No comments.

11. AGENDA ITEMS FOR REGULAR BOARD MEETING: MARCH 26, 2019

    Regular Board Meeting time change to 5:15 pm
    Director evaluation plan

12. PUBLIC COMMENTS

    No comments.

Meeting adjourned at 5:26 pm.