

**MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS
June 25, 2019 – 5:15 pm
111 Library St NE – Board Room**

Baldrige called the meeting to order at 5:15 pm.

1. ROLL CALL

Board Members Present: William Baldrige, James Botts, Sophia Brewer,
Kent Sparks, M. Jade VanderVelde, Caralee Witteveen-Lane

Board Members Absent: Rachel Anderson (with prior notice)

Administration Present: Bob Adcock, Amy Cochran, Ken Dahlman, Marla Ehlers, Jason Hendrix,
Kristen Krueger-Corrado, Rebecca Near, John McNaughton,
Briana Trudell, Patrick Beatty

Staff Present:

Public Present: Deb Bose, Jonathan Helder

2. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

3. SERVICE AWARDS

McNaughton told the board that Colleen Alles was unable to attend and will be present at the September meeting.

4. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING ON MAY 28, 2019

MOTION: By Commissioner Botts, 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 May 28, 2019 with the change.

Brewer pointed out an error with the date for Item 12.

ACTION: AYES 6 – 0

Motion passed.

5. BOARD COMMENTS

Baldrige stated that he attended the PRIDE celebration on behalf of the board and it was good to see the library represented there. He also stated that he attended a meeting regarding the reconstruction of Hall Street from Kalamazoo Avenue to Sylvan Avenue planned for next year. It will go past the entrance of the parking lot for the Ottawa Hills Branch. He noted that during the meeting he mentioned safety for library patrons and asked if they could let the library know about the timeframe so that communications can inform the public regarding access to the outside bookdrop and parking lot.

Baldrige added that safety is very important and he asked that everyone let the director know if there are any potential hazards in order to prevent accidents. He mentioned the broken concrete on the sidewalk between the building and the parking lot at the Main Library.

6. COMMITTEE REPORTS

A. Board Retreat Committee

Brewer stated that she was waiting on word from the Beatty whether or not the retreat needs to be a public meeting. Beatty stated he hadn't understood the request and will get back to the board with the answer.

B. Director Review Committee

Sparks stated that they have been working on a new review form and will bring their proposal to the board in August.

7. STAFF & FOUNDATION REPORTS

A. Library Director's Report

McNaughton stated that the format has been changed slightly and they will continue to make tweaks. He also stated that each month he will have a different staff person address the board to talk a little about their department and their responsibilities. He then introduced Ken Dahlman. Dahlman talked briefly about his department and its responsibilities. The board thanked Dahlman.

McNaughton told the board that they have been working to get signage on the exterior of the West Side Branch. He then asked Krueger-Corrado to talk about signage. She gave the board more details regarding the process and location of the sign. McNaughton stated they would like to move forward as soon as they receive approval from the City.

MOTION: By Commissioner Sparks, supported by Commissioner Botts, that the Board of Library Commissioners of the City of Grand Rapids approve the exterior signage for the West Side Branch and allow the Director to move forward with the process.

ACTION: AYES 6 – 0

B. Financial Report

No comments.

C. Foundation Update

No comments.

8. OLD BUSINESS

A. Strategic Plan Update

McNaughton stated that as requested by the board, there are two documents for the board's consideration. He added that the Strategic Framework document presented is not the final design but the content is. He added that there was an overview list of Measurable Goals. He explained that it's a very ambitious year one plan. He then talked a bit about the process.

The board discussed the Strategic Framework document. They commented on what they liked about it and what they felt could be improved. They also addressed their concerns about the process. The board agreed they would like to get together to workshop the framework further and hear how staff feel about the proposed framework.

B. Director’s Contract Approval

MOTION: By Commissioner Botts, supported by Commissioner Witteveen-Lane, that the Board of Library Commissioners of the City of Grand Rapids approve the Library Director’s contract through April 2020.

ACTION: AYES 6 – 0

Motion passed.

9. NEW BUSINESS

A. FY20 Michigan Council for Arts and Cultural Affairs grant application

MOTION: By Commissioner Botts, supported by Commissioner Witteveen-Lane, that the Board of Library Commissioners of the City of Grand Rapids approve to submit the FY20 Michigan Council for Arts and Cultural Affairs grant application.

ACTION: AYES 6 – 0

Motion passed.

10. INFORMATION ITEMS

A. Media Index

No comments.

B. Statistical Report for May 2019

No comments.

C. Staff Changes Report

No comments.

D. Board & Administrator, June 2019

No comments.

E. Professional Development and Travel Opportunities for FY20

No comments.

F. Tax Abatement

Baldrige requested that the link to the Tax Abatement documents be printed on the agenda in the future.

11. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

No comments.

12. AGENDA ITEMS FOR REGULAR BOARD MEETING: JULY 30, 2019

- Approval of Strategic Framework (action item)
- Approval of Measurable Goals (action item)
- Approval of mobile hotspots (action item)
- Budget Amendments (action item)

13. PUBLIC COMMENTS

Jonathan Helder introduced himself and stated that he is on the ballot for one of the open board seats. He then talked about his passion for the library and fundraising.

14. UNION CONTRACT NEGOTIATION

MOTION: By Commissioner Witteveen-Lane, supported by Commissioner Botts, that the Board of Library Commissioners of the City of Grand Rapids approve to enter into a closed session to discuss the Union Contract Negotiation.

**ACTION: AYES 6 (Baldrige, Botts, Brewer, Sparks, VanderVelde, Witteveen-Lane)
- 0**

Motion passed.

15. ADJOURNMENT

Meeting adjourned at 6:50 pm.