

**MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS
August 27, 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: Rachel Anderson, William Baldrige, James Botts, Sophia Brewer,
M. Jade VanderVelde

Board Members Absent: Kent Sparks (with notice), Caralee Witteveen-Lane (with notice)

Administration Present: Robert Adcock, Ken Dahlman, Jason Hendrix, Kristen Krueger-Corrado,
John McNaughton, Briana Trudell, Patrick Beatty

Staff Present:

Public Present: Kelly Boston, Board of Library Commissioner Elect

2. BOARD PRESIDENT COMMENTS

Baldrige reminded the board of meeting protocol and the process to get things added to the agenda that they would like to address in public meetings.

3. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

4. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON JULY 30, 2019

MOTION: By Commissioner Brewer, supported by Commissioner Botts, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of July 30, 2019.

ACTION: AYES 5 – 0

Motion passed.

5. BOARD COMMENTS

Anderson, Brewer, and Baldrige thanked everyone who voted in the August Primary Election, the board members for their service, and welcomed the new board members who were elected.

6. COMMITTEE REPORTS

A. Board Retreat Committee

Brewer explained that the committee suggested the retreat take place after the election so the new board members could attend along with the current members. It would act as an orientation and a refresher. She then briefly explained what the committee had talked about and asked the board to send the committee suggestions for other topics and for their feedback. The board then discussed possible topics and who should attend the retreat in addition to the board and McNaughton.

B. Director Review Committee

Botts referenced the draft of the suggested updates to the Director's Review that was handed out to board members. He asked the board to let the committee know of any changes. They hope to vote on it at next month's board meeting. Baldrige added that the review document will replace Exhibit A of the 10-3 Board Policy.

C. Policy Committee

Baldrige stated that he's been working with McNaughton on library policies and procedures so that all library procedures will coincide with the policy. He told the board he will present their work at the next board meeting.

7. STAFF & FOUNDATION REPORTS

A. Facilities Report – Ken Dahlman

Dahlman told the board about all the projects he and his staff worked on in the past year at the different locations. He then told the board all the projects to come. The board thanked Dahlman for all his and his team's hard work.

Baldrige asked that staff take upon themselves to report any issues that can be a safety hazards so it can be fixed prior to an incident.

B. Library Director's Report

No comments.

C. Financial Report

No comments.

D. Foundation Update

No comments.

8. OLD BUSINESS

No comments.

9. NEW BUSINESS

A. YMCA Preschool Facility Agreement Amendment

MOTION: By Commissioner Botts, supported by Commissioner Anderson, that the Board of Library Commissioners of the City of Grand Rapids approve the YMCA Preschool Facility Agreement Amendment for the 2019-2020 school year and grant the Library Director authority to sign future Amendments with the YMCA in the future.

ACTION: AYES 5 – 0

Motion passed.

B. Non-Represented Employee Benefit and Wage Changes

MOTION: By Commissioner Botts, supported by Commissioner VanderVelde, that the Board of Library Commissioners of the City of Grand Rapids approve the above benefit and wage changes for full-time non-represented classifications, including the Library Director.

ACTION: AYES 5 – 0

Motion passed.

C. Page Benefit and Wage Changes

MOTION: By Commissioner Botts, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids approve the above benefit and wage changes for staff in the Library Page classification.

ACTION: AYES 5 – 0

Motion passed.

D. Board Policy 10-5 Update

Botts asked that staff tell the union to use the board’s language when updating contracts so they can match the Board’s Policy.

MOTION: By Commissioner Anderson, supported by Commissioner Botts, that the Board of Library Commissioners of the City of Grand Rapids approve the language update for the Board Policy 10-5.

ACTION: AYES 5 – 0

Motion passed.

10. INFORMATION ITEMS

A. Media Index

No comments.

B. Statistical Report for July 2019

No comments.

C. Staff Changes Report

No comments.

D. Communications Department Report

No comments.

E. Security Update

No comments.

F. Board & Administrator, July 2019

No comments.

G. Tax Abatement

No comments.

11. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

No comments.

12. AGENDA ITEMS FOR REGULAR BOARD MEETING: SEPTEMBER 24, 2019

Director's Review Update – action item

13. PUBLIC COMMENTS

No comments.

14. Adjournment

No comments.

Meeting adjourned at 5:51 pm.