

**MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS
February 23, 2021 – 5:15 pm
Virtual Meeting**

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

1. ROLL CALL

Board Members Present: Rachel Anderson, Deborah Bose, Kelly Boston, James Botts, Sophia Brewer, Kathryn Dilley

Board Members Absent:

Administration Present: Robert Adcock, John Bosma, Jessica Anne Bratt, Amy Cochran, Ken Dahlman, Jason Hendrix, Kristen Krueger-Corrado, John McNaughton, Rebecca Near, Bill Ott, Briana Trudell, Jen Vander Heide, Patrick Beatty

Staff Present: Lucas Barres, Cheri Cornell, Jeanessa Smith, Betsy Zandstra, Mara Klco

Public Present: Steven Assarian, Amy Alber, GREIU; Shirley Gagnon Allen, GRPLF Dan Cope, Katie

2. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

3. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON JANUARY 26, 2021

MOTION: By Commissioner Botts, supported by Commissioner Bose, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of January 26, 2021.

ACTION: AYES 6 – 0

Motion passed.

4. BOARD COMMENTS

Botts stated that he and McNaughton had conversations in the past about the possibility of providing a library within the county jail. He asked the board to consider using the penal fine money towards a library in the county jail. He added that he will reach out to McNaughton and Anderson to discuss this further. McNaughton stated that the library is unable to move penal fines to a separate project. Bose added that penal fines aren't related to the penal system and that the penal fines are decreasing because people are choosing to do community service instead of paying fines in full. Anderson stated that this matter can be explored and doesn't need to be tied to a certain source of funding. She added that whatever they move forward with needs to fit into the Strategic Framework.

Boston told the board that she is now on the Midwest Collaborative for Library Services board.

5. COMMITTEE REPORTS

No comments.

6. STAFF & FOUNDATION REPORTS**A. Library Director's Report**

McNaughton stated that the library is still working with the Kent County Health Department with the possibility for GRPL to become a vaccination center. He added that the location has shifted from the Main Library to the Seymour and Yankee Clipper branches due to their locations. He will keep the board updated.

Brewer asked if they gave reasoning as to why they would like to use the Seymour and Yankee Clipper branches as the vaccination locations. Bosma replied that the health department is working on developing partnerships in different areas throughout the city and they are looking to establish relationships in the neighborhoods near those branches. She asked if they knew of any other places that they are looking to establish relationships. Bosma replied that they were looking at locations around the Madison Square branch, but they already have partnerships in that neighborhood so they didn't need to find another location in that area.

B. Financial Report

Brewer asked Adcock what the library's surplus and deficit were for FY20. Adcock estimated that there was a surplus of around \$400K in operating budget.

Anderson stated that the buildings are running with a surplus in utilities. She asked Adcock if he thinks there will be a surplus at the end of the year. He responded that there is a possibility for it to even out.

C. Foundation Update

No comments.

7. OLD BUSINESS**A. BoLC Appointment Application Review**

Anderson asked the board if there were any changes and pointed out that there is a typo in the second question.

Brewer suggested a question around the Strategic Framework since it ends before their term would expire. The board then discussed asking questions around the Strategic Framework, other aspects of the application, and the application process. The board agreed that the applications will be due Wednesday, March 31 and Trudell will send the board a packet the first week of April. They proposed having a special meeting in mid-April and host interviews at the April board meeting.

8. NEW BUSINESS**A. Fee Schedule Update**

McNaughton gave the board background on this proposal.

MOTION: By Commissioner Botts, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids approve the proposed change to the fee schedule for the remainder of FY21.

ACTION: AYES 6 – 0

Motion passed.

B. FY 22 Budget Proposal

McNaughton told the board that this is an information item and that the board will approve the proposed budget at the April meeting. He also encouraged them to meet with him one-on-one if they would like to discuss the proposed budget further.

Brewer asked if this is a change in process. McNaughton replied that it is a new way of presenting the budget. He added that this new way will give the board more time to process the budget and will give them the opportunity to ask questions before they are asked to approve it. Anderson asked that McNaughton bring questions posed to him in the one-on-ones to the public meeting so that the whole board can hear them. He agreed.

Adcock stated that staff did a great job putting this together, estimating for the unknown year to come. He added that there are a lot of details in the summary provided in their packets. McNaughton then asked some members of the staff to present the highlighted projects to the board. Krueger-Corrado talked to the board about BiblioWeb, the BiblioCommons app, and GRPL's rebranding project. Bratt talked about the Community Engagement department, the Mobile Library, and their goals for FY22. Vander Heide talked about the Hotspots programs. Bosma mentioned the community partner technology lending program. Zandstra talked about Grab and Go Kits. Smith told the board about GRPL Delivered. Anderson stated that she would like for the board to hold their questions for the April meeting.

The board then briefly discussed the surplus in the library's budget and how they feel it would be best to spend those funds on things that the community needs. McNaughton agreed and added that the library will look into solutions.

C. Strategic Framework Year One Review

McNaughton stated that when COVID-19 hit, it brought a lot of challenges. He emphasized how impressed and grateful he is to work alongside talented and innovative staff. He thanked his team and the board for their support and then gave a recap of their services to the community in Year One of the Strategic Framework.

Brewer stated that she liked the Year One overview and a lot has been accomplished during the pandemic. She added that she expected that the library would have been a little bit further in their goals.

Botts stated that he would like the library to focus on a jail library.

D. Reopening the Library

McNaughton stated that they've been monitoring the Kent County community spread numbers and that they have been dropping. He added that with the drop in numbers and the safety precautions the library has in place for staff and patrons, he and his staff would like to recommend that the board vote to reopen the library to the public.

Botts asked how many staff have been vaccinated. Hendrix stated that the library is not requiring staff to be vaccinated and that libraries are not in the essential services category.

Anderson asked what metrics the library will use to close back down. McNaughton stated that they will look at the number of local infection cases and will look to what the schools, city, and county are doing.

McNaughton added that staff who have direct services with patrons will be given KN95 masks.

MOTION: By Commissioner Brewer, supported by Commissioner Bose, that the Board of Library Commissioners of the City of Grand Rapids agree to reopen all Grand Rapids Public Library locations with limited hours of operations starting on February 24, 2021 until further recommendation of the Library Director.

ACTION: AYES 6 – 0

Motion passed.

E. March Board Meeting Discussion

Anderson asked, due to the library's reopening, whether the board should meet in person. Trudell stated that according to the current Executive Order, boards are not allowed to meet.

The board agreed to meet virtually in March unless there is a change in the Executive Order.

10. INFORMATION ITEMS**A. Media Index**

No comments.

B. Statistical Report for January 2021

No comments.

C. Staffing Report

No comments.

D. Board & Administrator, February 2021

No comments.

11. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

Assarian asked that if there was a spike in the COVID-19 numbers, and they posed danger to staff, how the board would move forward. Anderson replied that if that occurred, she would consult with McNaughton, and if they agreed that closing is the best solution, the board would announce and hold a special meeting.

12. AGENDA ITEMS FOR REGULAR BOARD MEETING: MARCH 30, 2021

No comments.

13. PUBLIC COMMENTS

No comments.

14. ADJOURNMENT

No comments.

Meeting adjourned at 7:05 pm.