

**MINUTES  
BOARD OF LIBRARY COMMISSIONERS  
OF THE CITY OF GRAND RAPIDS  
January 18, 2022 – 5:15 pm  
111 Library St NE – Board Room**

**Anderson called the meeting to order at 5:16 pm.**

**1. ROLL CALL**

Board Members Present: Rachel Anderson, Deborah Bose, James Botts,  
Sophia Brewer, Kathryn Dilley, Sheila Garcia Mazari

Board Members Absent: Kelly Boston (with notice)

Administration Present: Robert Adcock, Jessica Anne Bratt, Megan Biggins, John Bosma,  
Kristen Krueger-Corrado, Lindsay Laplow, John McNaughton,  
Briana Trudell, Jen Vander Heide

Staff Present:

Public Present: Steven Assarian, GREIU;  
Dan Poortenga, Shirley Gagnon Allen, GRPLF

**2. Election of Board Officers**

Brewer asked the board to vote for the next officers. The board voted and Trudell announced that Anderson has been elected President and Bose has been elected Vice President/Secretary.

**MOTION: By Commissioner Botts, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids approve Rachel Anderson as the Board President and Deborah Bose as the Vice President/Secretary for 2022.**

**ACTION: AYES 6 – 0**

**Motion passed.**

**3. PUBLIC COMMENTS ON AGENDA ITEMS**

No comments.

**4. APPROVAL OF MINUTES**

**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 December 14, 2021.**

**ACTION: AYES 6 – 0**

**Motion passed.**

## 5. BOARD COMMENTS

Brewer congratulated the new officers and thanked the board for contacting her about their interest.

Botts stated that the board should look into going back to the 4:00 pm meeting time for the staff. Anderson stated that it doesn't work for her as she has a conflict and added that the board can discuss this matter later in the year.

García Mazari asked if GVSU students qualify for GRPL cards. Vander Heide stated that if they live in the City of Grand Rapids, they are eligible for a card. The board and Vander Heide then discussed the possibility and advantages of GVSU and other college students being able to gain access to GRPL materials.

## 6. COMMITTEE REPORTS

### A. Policy Review Committee

Anderson stated that the committee will meet again and then provide a report later.

## 7. STAFF & FOUNDATION REPORTS

### A. Library Director's Report

McNaughton stated that they found a replacement for the Community Engagement & Outreach department Librarian IV, Loanna Abreu.

Anderson asked about the stock of KN95 masks. McNaughton replied that the library still has several boxes.

Botts asked if the library will be giving out COVID-19 testing kits. McNaughton replied that they are giving at-home tests to the staff.

Brewer asked if the library was funding the KN95 masks. McNaughton replied that they are being provided by the Kent County Health Department.

Brewer stated that she appreciates the staff having the agency to go over and above in their work.

### B. Financial Report

Adcock stated that they've been working on FY23 budget and they will be proposing that the board approve a deficit for the fiscal year. He added that he's not worried about it due to the surplus and that the proposed projects are one-year projects.

### C. Foundation Update

Poortenga told the board that the foundation utilizes an outside grant writer, and because of that they have been awarded over \$100K that will go to cultural programming, hotspots, and other access initiatives. These funds will allow the foundation to provide more undisclosed funds to the library.

He added that they will be welcoming two new board members at the grant meeting next week Tuesday.

**8. OLD BUSINESS**

**A. Parking Structure Discussion**

Anderson stated that they are in between visits from the City and the architects and wanted the opportunity to talk about the feedback they are getting.

McNaughton stated that they asked what spaces the library could utilize.

McNaughton and the board then discussed the parking structure and what the possibilities could be in addition to what the library’s responsibilities could be during and post construction.

Anderson stated that the group will come back to discuss the response of the town hall.

**9. NEW BUSINESS**

**A. Committee Assignments and Foundation Board Appointments**

The board agreed to the following committee appointments:

**Budget Review**

Committee of the whole

**Community / Legislative Relations**

Kelly Boston  
Sophia Brewer  
James Botts

**Policy Review**

Rachel S. Anderson  
Kathryn Dilley  
Sheila García Mazari

**GRPL Foundation Representatives**

Rachel S. Anderson  
Deb Bose

**Board Retreat**

Kelly Boston  
Sophia Brewer  
Sheila García Mazari

**B. BoLC Policy Manual Reaffirmation**

**MOTION: By Commissioner Botts, supported by Commissioner Bose, that the Board of Library Commissioners of the City of Grand Rapids reaffirm the Board of Library Commissioner Policy Manual for 2022.**

**ACTION: AYES 5 – 0**

**Motion passed.**

**C. COVID-19 Hours of Operation**

McNaughton addressed the board about his concerns for coverage to be sustainable at the library’s current hours.

The board and staff then discussed the reasoning behind the proposed hours and contingency plans if locations are still short-staffed for their open hours.

**MOTION: By Commissioner Botts, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids agree to adjust the library’s hours of operation to the proposed times in the attached document for all Grand Rapids Public Library locations effective Thursday, January 20, 2022 to be reevaluated at the next regular board meeting on Tuesday, February 22, 2022.**

**ACTION: AYES 6 – 0**

**Motion passed.**

**10. INFORMATION ITEMS**

**A. Media Index**

No comments.

**B. Staffing Report**

No comments.

**C. Attendance Record 2021**

No comments.

**D. Voluntary Commitment to Serve, Conflict of Interest, General and Emergency Contact Form**

No comments.

**E. Board & Administrator, January 2022**

No comments.

**F. Statistical Report for December 2021**

No comments.

**11. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION**

Assarian stated that he is pleased with the fact that the hours will be modified to support staff and added that Sundays are also tight. Anderson stated that they would look into it.

**12. AGENDA ITEMS FOR REGULAR BOARD MEETING: FEBRUARY 22, 2022**

- COVID-19 Hours of Operation
- Parking Structure Discussion
- Budget Presentation

**13. PUBLIC COMMENTS**

No comments.

**14. ADJOURNMENT**

No comments.

**Meeting adjourned at 6:16 pm.**