

**MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS
March 29, 2022 – 5:15 pm
111 Library St NE – Board Room**

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

1. ROLL CALL

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

Board Members Absent: James Botts (with notice)

Administration Present: Loanna Abreu, Robert Adcock, Megan Biggins, John Bosma,
Jessica Anne Bratt, Kristen Krueger-Corrado, John McNaughton,
Jen Vander Heide, Patrick Beatty,

Staff Present:

Public Present: Steven Assiarian, GREIU

2. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

3. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON FEBRUARY 22, 2022

MOTION: By Commissioner Brewer, supported by Commissioner Garcia Mazari, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of February 22, 2022.

ACTION: AYES 6 – 0

Motion passed.

4. BOARD COMMENTS

Garcia Mazari stated that she had a productive meeting with some of GRPL's staff and is excited for what they have planned. She also shared some community suggestions she received to the committee.

Anderson commented that she appreciated the updates in the Looking Outward section of the Director's Report. She was pleased that there was so much going on, including great partnerships and the work on the new website.

Bose asked about continuing the subscription to *Board and Administrator*. McNaughton stated that many board members found it repetitive and that they were looking for a replacement.

Boston stated that she met with Julie Tabberer and members of the LGBTQIA+ community to start work on the oral history project that chronicles the stories of the Grand Rapids LGBTQIA+ community. She noted that there was a lot of excitement for the project. Boston visited the Ottawa Hills Branch during month and checked out a Meijers Garden Circulating Membership. She also posted the foundation's 150 poster on Facebook, which generated much interest in it.

5. COMMITTEE REPORTS

No comments.

6. STAFF & FOUNDATION REPORTS

A. Library Director's Report

McNaughton introduced the Director of Community Engagement & Outreach Loanna Abreu for a departmental update.

Abreu introduced herself and gave an overview of the Summer Series: Writers and Readers. She also discussed summer outreach, a GRAM book discussion collaboration, an upcoming CRM system rollout, and the mobile library which will rollout next spring.

Brewer remarked that she wished that there was more information about the library's programming for Black History Month and that with national trends to suppress the Black experience, she doesn't want our work around these issues hidden. She also stated that she would like to see an update on marker spaces. McNaughton stated that he would have news to share on that front by the next board meeting.

B. Financial Report

Anderson stated that the budget was trending high on supplies and asked if there was enough flexibility in the budget to cover it. Adcock replied that there was enough to cover if the line item went over.

Anderson asked if there were plans for spending on the furniture line item. Adcock stated that they will see spending in that area in the March report.

C. Foundation Update

McNaughton provided an update from Poortinga, who could not be at the meeting. He stated that the foundation had a new funding cycle in May to align with the library's new event planning cycle. Anderson asked if the foundation was planning a fundraising event this spring. McNaughton said they were not.

7. OLD BUSINESS

A. Budget Approval

MOTION: By Commissioner Bose, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids approve the FY23 Budget and Fee Schedule.

Brewer asked for clarification around the \$3M difference between the two fiscal years. Adcock replied that the additional funds were to support new staff and a variety of projects and services that will only take place in FY23. He also noted that they will substantially increasing the transfer from the Operating Fund to the Capital Fund for only FY23. This transfer will fund the Asset Management Plan's projects for the next five fiscal years.

Anderson noted that the full-time staff budget increased by \$400,000 and asked if it was to fund the two new positions. Adcock replied that the increase is for the two new positions as well as accounting for annual step increases for all existing positions.

Brewer asked that in the interest of transparency that the questions board members had about the budget be shared in the meeting.

McNaughton said that there were discussions about staffing analysis, the technology and security audit, money to help with technology infrastructure change that needs to be done this year, and HVAC system upgrades.

Bratt stated that the events budget bumped up the budget for national speakers, and training for all staff.

García Mazari asked how GRPL decides fees for meeting rooms and if it was an area of revenue for the library. McNaughton said it was not a significant revenue stream for the library and the fees have been shaved down in past years.

ACTION: AYES 6 – 0

Motion passed.

B. Parking Structure Discussion

McNaughton stated that the whole project was on hold and he was talking to Josh Naramore on Thursday to get an update. He also spoke to City Manager Mark Washington that the board felt the project was moving too quickly and that the library didn't have time for a capital campaign or planning.

The board discussed continuing to internally work on the project, even if it was on hold and to independently get further community input on the project.

8. NEW BUSINESS

No comments.

9. INFORMATION ITEMS

A. Media Index

No comments.

B. Staffing Report

No comments.

C. Director Review Documents

Anderson noted that the director's review was next month in closed session. Dilley stated that last year the board discussed changing question six for clarity.

The board discussed various ways that they could solicit staff feedback to better inform the director's review. Because of the tight timeline, McNaughton suggested getting feedback from selected members of the Executive Team this year. The board concluded they must explore some type of survey or other form of feedback from varying levels of staff for future reviews.

Anderson stated that the meeting would start at 4:00 pm and go into closed session for the review first and the regular board meeting would follow.

D. Board & Administrator, March 2022

No comments.

E. Statistical Report for February 2022

No comments.

10. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

Assarian stated that the union set up the first bargaining meeting.

11. AGENDA ITEMS FOR REGULAR BOARD MEETING: MAY 31, 2022

None

12. PUBLIC COMMENTS

No comments.

13. ADJOURNMENT

No comments.

Meeting adjourned at 6:06 pm.