

**MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS
May 31, 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, James Botts,
Kelly Boston, Sophia Brewer, Kathryn Dilley

Board Members Absent: Shelia García Mazari (with notice)

Administration Present: Robert Adcock, Jessica Anne Bratt, Lindsay Laplow,
John McNaughton, Briana Trudell, Patrick Beatty

Staff Present:

Public Present: Steven Assarian, GREIU;
Wendy Falb and Yilm Wendland-Lin, Literacy Center of West Michigan;
Tammy Mick, Meals on Wheels West Michigan

2. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

3. APPROVAL OF MINUTES

MOTION: By Commissioner Botts, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular and special board meetings on April 26, 2022.

ACTION: AYES 6 – 0

Motion passed.

4. BOARD COMMENTS

Anderson and the rest of the board thanked Trudell for her years of service to GRPL and all of her help with the board.

Dilley stated that the public educational resource is a great support for the community and she's looking forward to seeing it grow.

Dilley asked McNaughton to speak to the laws and policies of firearms in place through the City and library. She also asked for the library's protocols in the event of an active shooter. McNaughton replied that there is no policy in the City or the library that directly addresses firearms. He added that all staff receive active shooter training upon their hire and periodic refresher training. He also told the board the library's procedure when staff notice a firearm in the buildings. The board and McNaughton then discussed guns in the library. Beatty added that he had discussed this issue with John Bosma earlier in the day and stated that the library is doing everything properly.

Boston stated that, as a new parent visiting the Main Library, she was impressed with the diverse selection of board books and the new furniture in the children's section.

Brewer stated that she's been noticing many of the departures are long-time staff and commented on all of the institutional knowledge that leaves with them. She encouraged leadership to work with staff to have a way to retain institutional knowledge from the buildings to policies, to processes so that the library can continue to run smoothly. McNaughton stated that the turnover is due to retirements and other greater opportunities in and outside of the country. He added that he and Bratt are working on succession planning for the future and refining the organizational structure.

Anderson commented on the trend of many people making changes in their employment and that the library is included in those transitions. McNaughton added that a majority of the library's turnover are the lower paying positions.

Brewer agreed with Anderson stating that a lot of it is environmental but as a board member, she feels that there are things happening under the radar that the board is not being made aware of. McNaughton replied that nothing is happening under the radar. Brewer and McNaughton continued to discuss their thoughts around the matter.

Brewer stated that she would like more transparency in employment turnover.

5. LITERACY CENTER OF WEST MICHIGAN PRESENTATION

Falb thanked the board for their time and introduced her colleague, Wendland-Lin. They then gave the board a presentation about the Literacy Center of West Michigan and the partnership between their organization and the library. The board thanked them for their time.

6. COMMITTEE REPORTS

No comments.

7. STAFF & FOUNDATION REPORTS

A. Library Director's Report

McNaughton thanked Trudell for her years of service and professionalism.

McNaughton stated that he's been in conversations with Maggie Lancaster from the Grand Rapids Children's Museum and they've been talking with the design firm Fishbeck to create a STEAM Makerspace. He added that this way the library will be in the driver seat of the library parking lot project. They are in the early stages and will meet with people in the city to see what the need is.

Botts asked if the library will be involved with the caregivers expo next year. McNaughton replied that they will not be doing it again next year. Assarian added that the library did not receive the grant to fund the Seniors Be Well partnership but they are looking into doing something similar in the future.

Boston asked about Catherine's Health Center if providing care on the library property or if they are referring people. McNaughton replied that they are doing office hours here and they are looking into expanding to other locations.

Brewer referenced the Strategic Framework Initiative 2: Creating Inspiring Spaces and Experiences and asked if staff had any ideas of how to use the vacant Reading Room. McNaughton stated that now that it is not being used as a computer lab they are unsure of what they will be doing with the space.

Brewer also inquired about the mobile library. Bratt replied that the mobile library is attending festivals and going to other public events. They hope to have a book route by next spring.

B. Financial Report

Adcock stated that due to the early June meeting he won't be able to close out financial in time for the board packet and he reminded them that the fiscal year end will be reported in August or September.

C. Foundation Update

No comments.

8. OLD BUSINESS

A. Library Director Salary Increase

Anderson introduced the topic and stated that due to the City they cannot give McNaughton a wage increase and that instead of an increase McNaughton has proposed a lump-sum bonus.

MOTION: By Commissioner Botts, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids approve the proposed lump-sum bonus for the Library Director.

Brewer then asked for discussion. McNaughton requested a closed session.

MOTION: By Commissioner Botts, supported by Commissioner Anderson, that the Board of Library Commissioners of the City of Grand Rapids agree to go into closed session pursuant to Section 8(1)(a) of the Open Meetings Act, at the request of Library Director John McNaughton, for the purpose of discussing the salary increase.

ACTION: ROLL CALL VOTE AYES: Anderson, Bose, Boston, Botts, Brewer, Dilley,

Motion passed.

The board resumed the public meeting at 6:27 pm and Anderson called the vote.

ACTION: AYES 6 – 0

Motion passed.

9. NEW BUSINESS

A. Michigan Arts & Culture Council Grant Approval

MOTION: By Commissioner Botts, supported by Commissioner Bose, that the Board of Library Commissioners of the City of Grand Rapids approve the GRPL Foundation to submit the Michigan Arts & Culture Council grant application for FY23.

ACTION: AYES 6 – 0

Motion passed.

10. INFORMATION ITEMS

A. Media Index

No comments.

B. Staffing Report

No comments.

C. Board & Administrator, May 2022

No comments.

D. Statistical Report for April 2022

No comments.

11. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

Assarian stated that they are in bargaining and they have had issues with dates and added that their next meeting is tomorrow.

Botts asked who the GREIU bargains with each year. Assarian replied with the GRPL team who they bargain with. He also gave the names of the GREIU team.

12. AGENDA ITEMS FOR REGULAR BOARD MEETING: JUNE 21, 2022

No comments.

13. PUBLIC COMMENTS

No comments.

14. ADJOURNMENT

No comments.

Meeting adjourned at 6:36 pm.