

**MINUTES  
BOARD OF LIBRARY COMMISSIONERS  
OF THE CITY OF GRAND RAPIDS  
August 30, 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, Sophia Brewer, Kathryn Dilley, Sheila García Mazari
- Board Members Absent: Deborah Bose, Kelly Boston, James Botts (all with notice)
- Administration Present: Robert Adcock, John Bosma, Jessica Anne Bratt, Lindsay Laplow, John McNaughton, Meryl Wilsner, Patrick Beatty
- Staff Present: Kenneth Dahlman
- Public Present: Amy Alber, Steve Assarian, and Andrew Coulon, GRIEU; Grace Huizinga and Jennie Knight, GR LGBTQ Healthcare Consortium; Dan Poortenga, GRPLF

**2. PUBLIC COMMENTS**

No comments.

**3. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON JULY 26, 2022**

**MOTION: By Commissioner García Mazari, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of July 26, 2022.**

**ACTION: AYES 4 – 0**

**Motion passed.**

**4. BOARD COMMENTS**

Anderson comments there’s been a lot happening the past month. She and McNaughton met with the Director of the Children’s Museum, among others, to discuss building the parking lot into a parking garage with space for the Children’s Museum expansion. There would be no retail development; it would create STEM space and maker space. The Children’s Museum already has funding and is applying for further grants with support of the mayor. A steering committee will be formed.

Brewer asks if the City is involved in the discussion. McNaughton indicates they are and will continue to be. Casual conversation has been positive. Anderson expresses excitement for the project.

Anderson addresses safety issues at the Madison Square branch regarding closeness of vehicles to the building. McNaughton speaks to the problem. There may be ADA issues with installing barriers, and the City’s recommendation is decorative planters in front of the building. McNaughton expresses concerns with this suggestion. Dahlman believes there is room to install them. Brewer has access to photos of other decorative planters being used as barriers throughout the city, and she will forward them to McNaughton and Dahlman.

García Mazari informs the Board she will be attending the Joint Conference of Librarians of Color.

**5. COMMITTEE REPORTS**

Anderson says that the policy committee met this month to come up with purchasing policy revision that will be addressed in New Business.

Brewer says another committee is waiting to plan training until new board members come on.

**6. STAFF & FOUNDATION REPORTS**

**A. Library Director's Report**

McNaughton mentions the city is participating in a public budgeting process right now, and he explains how that works. There is interest in funding improvements at the Madison Square branch. After discussions with branch staff, McNaughton provided information regarding adding an internet cafe at the branch. He also requested a facilities audit of all branches. The City is currently going through an audit that the Library may be able to join.

Brewer comments that she doesn't want the Library to receive pressure from the City for the use of money for the 3rd ward, specifically because the Madison Square branch does not need help, the community needs help elsewhere. McNaughton agrees and says that he's had multiple conversations with the City about this. Bratt clarifies that this is just one possibility for projects in the 3rd ward, and the projects will be voted on by the public.

Anderson addresses word choice in the report indicating events were "sold out." Brewer suggests using the term "at capacity" instead so there's no implication the classes cost money.

**B. Financial Report**

No comments.

**C. Foundation Update**

Poortenga comments that the Foundation had a granting meeting last week where they approved nine grants for a total of almost \$136,000. They also submitted grant requests to multiple organizations.

**7. OLD BUSINESS**

**a. Conversion Therapy**

Business is tabled until September when Boston returns.

**8. NEW BUSINESS**

**a. Purchasing Policy Revision**

Adcock speaks to the revisions, which add flexibility and clarity.

Brewer asks about amended policy in terms of increase in pricing. Adcock explains it will allow for increased efficiency when purchasing supplies. Anderson adds that this falls in line with the purchasing policies of other libraries of comparable size.

Beatty clarifies the procedure for documenting amended policies. Board will vote with the amended changes.

**MOTION: By Commissioner García Mazari, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids approve the amended policy update, effective August 30, 2022.**

**ACTION: AYES 4 – 0**

**Motion passed.**

**b. FY23 Budget Amendment**

**i. Facility Projects**

**MOTION: By Commissioner Dilley, supported by Commissioner García Mazari, that the Board of Library Commissioners of the City of Grand Rapids approve the \$798,000 FY23 budget amendment, effected August 30, 2022.**

McNaughton explains the need to move money from the capital fund to the operating budget.

Dilley asks about what projects are currently in process. McNaughton explains that everything has been pre-planned. Dahlman explains that we are still working on the HVAC system. Dilley asks for clarification on some of the projects.

Brewer thanks Dahlman for keeping the facilities up. She asks for clarification on the total for the HVAC for the West Side branch. Dahlman explains.

Anderson asks for clarification on what “Digital Signage” means. Bratt explains that this will be an update for all signs internal and external to the buildings.

**ACTION: AYES 4 – 0**

**Motion passed.**

**ii. GRIEU Contract Agreement**

**MOTION: By Commissioner García Mazari, supported by Commissioner Dilley, that the Board of Library Commissioners of the City of Grand Rapids approve the above FY23 budget amendment, effected August 30, 2022.**

Wilsner indicates the table should be amended to Additional FY23 Request. Voting will be on the amended table.

**ACTION: AYES 4 – 0**

**Motion passed.**

**c. GRIEU Bargaining Agreement**

**i. Rank & File**

**MOTION: By Commissioner Brewer, supported by Commissioner García Mazari, that the Board of Library Commissioners of the City of Grand Rapids approve the collective bargaining agreement with the GREIU for Rank & File unit classifications, through June 30, 2025.**

Anderson explains that the union members have ratified this.

**ACTION: AYES 4 – 0**

**Motion passed.**

**ii. Supervisory**

**MOTION: By Commissioner Brewer, supported by Commissioner García Mazari, that the Board of Library Commissioners of the City of Grand Rapids approve the collective bargaining agreement with the GREIU for Supervisory unit classifications, through June 30, 2025.**

No comments.

**ACTION: AYES 4 – 0**

**Motion passed.**

**ii. Non-Represented Employees**

**MOTION: By Commissioner Brewer, supported by Commissioner García Mazari, that the Board of Library Commissioners of the City of Grand Rapids approve the above benefit and wage changes for full-time and part-time Non-Represented classification, including the Library Director, through June 30, 2025.**

McNaughton clarifies executive staff and pages are non-represented employees.

**ACTION: AYES 4 – 0**

**Motion passed.**

**9. INFORMATION ITEMS**

**A. Year End Reports**

Brewer asks a clarifying question about categories listed on HR diagrams. Laplow explains that the Library aligns with the US Census Bureau. García Mazari discusses issues with Census Bureau categories.

García Mazari appreciates the security report and commends the declining number of incidents.

**B. Media Index**

No comments.

**C. Statistical Report for July 2022**

No comments.

**D. Staffing Report**

No comments.

**10. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION**

Assarian discusses conclusion of bargaining. Adcock indicates the budget amendment needs to be approved by the City Commission. Assarian will inform membership that pay increases will be in effect by October. McNaughton commends Laplow, Kelly Dolson, and Adcock for their work during contract negotiations.

**11. AGENDA ITEMS FOR REGULAR BOARD MEETING: SEPTEMBER 27, 2022**

No comments.

**12. PUBLIC COMMENTS**

President and Vice President of GR LGBTQ Health Care Consortium appreciate having nonbinary people as an option in staffing report and would like LGBTQ stats included, as well. Knight expresses the importance of the Library supporting the ban on conversion therapy. She details the importance of the library to the adolescent population most affected by conversion therapy.

**13. Adjournment**

No comments.

**Meeting adjourned at 6:10 pm.**