

**MINUTES  
Board of Library Commissioners  
of the City of Grand Rapids  
December 13, 2022 – 5:15 pm  
Regular Board Meeting**

Anderson called the meeting to order at 5:17 pm.

**1. ROLL CALL**

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

Board Members Absent: Deborah Bose, Sheila García Mazari (both with notice)

Administration Present: Robert Adcock (via phone), Jessica Ann Bratt, Ken Dahlman  
John McNaughton (via phone), Meryl Wilsner, Patrick Beatty

Staff Present:

Public Present: Steven Assarian & Amy Alber, GREIU  
Kristin Kopec, future BoLC member

**2. PUBLIC COMMENTS ON AGENDA ITEMS**

No comments.

**3. APPROVAL OF MINUTES**

**MOTION: By Commissioner Botts, 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 November 29, 2022.**

**ACTION: AYES 5 – 0**

**Motion passed.**

**4. BOARD COMMENTS**

Anderson thanks Brewer and Botts for their service as this is their last meeting. Gifts are given, cake will be eaten after. Other board members say their own farewells.

Brewer and Botts discuss the importance of having a full board at meetings.

**5. COMMITTEE REPORTS**

No comments.

**6. STAFF & FOUNDATION REPORTS**

**a. Library Director's Report**

McNaughton speaks to outgoing board members and congratulates Bratt who has been with GRPL for 10 years.

Dilley speaks to the loss of financial literacy education. She is pleased about the efforts discussed in the first paragraph of the Director's Report.

Brewer mentions that a patron spoke to her regarding the reading room not currently being usable. McNaughton assures there are plans for the reading room and will contact the patron.

**b. Financial Report**

Adcock speaks to the fund balance report. The Library is in a strong position coming out of last year and heading into the upcoming budget.

**C. Foundation Update**

Poortenga wasn't able to make the meeting. Anderson attended the Foundation's meeting today. They've recruited two new members for their board and are well on their way to doing more fundraising. Four people are also returning to the board.

**7. OLD BUSINESS**

**8. NEW BUSINESS**

**a. Fishbeck Building Assessment Proposal**

**MOTION: By Commissioner Botts, supported by Commissioner Dilley, that the Board of Library Commissioners of the City of Grand Rapids approve the use of \$47,500 of Library funds for Fishbeck's Main Branch Building Assessment.**

Anderson and McNaughton attended a steering committee meeting. These funds would be for the Main Library, but other branches will also be considered in the future. Anderson speaks to the cost of the full assessment; she would like it to be part of the larger budget process. Board discusses costs and priorities.

**ACTION: AYES 5 – 0**

**Motion passes.**

**b. Employee Health Care Resolution**

**MOTION: By Commissioner Botts, supported by Commissioner Dilley, that the Board of Library Commissioners of the City of Grand Rapids adopt the 80%/20% option as its choice of compliance under the 2011 Public Act 152 for the medical benefit plan 2023 coverage year.**

Adcock confirms this resolution is already part of the budget and goes along with what's in the contract with the union.

**ACTION: AYES 5 – 0**

**Motion passes.**

**c. FY23 Budget Amendment**

**MOTION: By Commissioner Botts, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids approve the \$380,000 FY23 budget amendment, effective December 13, 2022.**

Dahlman speaks to the maintenance needs and goes into detail on elevator maintenance plans. Boston asks about digital signage. Bratt confirms it's on the budget and there's an audit happening right now.

**ACTION: AYES 5 – 0**

**Motion passes.**

**d. Approval of Meeting Schedule**

**MOTION: By Commissioner Dilley, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids approve the proposed board meeting schedule for 2023.**

Wilsner will adjust the date of the October meeting to the prior Tuesday so the Board does not meet on Halloween.

**ACTION: AYES 5 – 0**

**Motion passes.**

**e. Closing Calendar 2023 – 2025**

**MOTION: By Commissioner Dilley, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids approve the Library's closing calendar for 2023 – 2025.**

McNaughton confirms HR pulled this from a calendar in accordance with the union contract.

**ACTION: AYES 5 – 0**

**Motion passes.**

**9. INFORMATION ITEMS**

**A. Media Index**

Boston commends positive feedback of the author event. Anderson says she enjoys reading the social media comments.

**B. Staffing Report**

No comments.

**C. Statistical Report for November 2022**

No comments.

**10. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION**

Adcock answers Assarian's questions regarding budget. Assarian speaks to staffing constraints. The contract will probably be ready to sign at the next meeting.

**13. AGENDA ITEMS FOR REGULAR BOARD MEETING: JANUARY 31, 2023**

No comments.

**12. PUBLIC COMMENTS**

Anderson introduces future board member.

**13. ADJOURNMENT**

**MOTION: By Commissioner Botts, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids adjourn this meeting.**

**Motion passes.**

**Meeting adjourned at 6:01 pm.**