

**MINUTES  
BOARD OF LIBRARY COMMISSIONERS  
OF THE CITY OF GRAND RAPIDS  
January 31, 2023 – 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, Kelly Boston, Kathryn Dilley, Sheila García Mazari (5:26 pm), Kristin Kopec, Lauren Woolsey

Board Members Absent: Deborah Bose (without notice)

Administration Present: Robert Adcock, Jessica Anne Bratt, Megan Biggins, John Bosma, John McNaughton, Meryl Wilsner, Patrick Beatty

Staff Present: Julie Tabberer

Public Present: Steven Assarian, GREIU;  
Dan Poortenga, GRPLF  
William Baldrige, Chris Byron, Melissa Fox, Adam Oster,  
Thomas Wilson

**2. PUBLIC COMMENTS**

Baldrige comments that the agenda was unavailable on the website until last Friday.

Fox, current coordinator for History Detectives, thanks the library for supporting the program.

**3. APPROVAL OF MINUTES**

**MOTION: By Commissioner Boston, supported by Commissioner Dilley, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of December 13, 2022.**

**ACTION: AYES 5 – 0**

**Motion passes.**

**4. BOARD COMMENTS**

New board members Woolsey and Kopec introduce themselves and are welcomed and thanked for their service.

Boston mentions a patron she spoke to who really enjoys the new app. She also expresses her satisfaction with the board book selection at the Main Library.

**5. COMMITTEE REPORTS**

No comments.

**6. STAFF & FOUNDATION REPORTS**

**a. Library Director's Report**

McNaughton indicates change to the agenda: new business item E will no longer be an actionable item.

Boston expresses excitement over free hygiene supplies. McNaughton indicates there has been a positive response and it's a pilot program the library would like to expand.

Anderson is glad to see connections in LibConnect.

**b. Financial Report**

Adcock explains that the FY24 budget presentation will be next month, then the following month it will be voted on. He answers the board's questions regarding the financial report.

**c. Foundation Update**

Poortenga speaks about the Grand Rapids Public Library Foundation's meeting last week. They approved all FY23 grant requests submitted by GRPL staff. Some were for returning programs and some for new.

**7. OLD BUSINESS**

No comments.

**8. NEW BUSINESS**

**a. Carol Dawe Library Co-Op Presentation**

McNaughton introduces Carol Dawe, who gives a presentation about board development. She says she's impressed with the library's mission statement and the board's manual. Dawe thanks the board for their service, and the board thanks Dawe for the presentation.

**b. Election of Board Officers**

Beatty indicates a roll call vote is appropriate given that the candidates are unopposed.

**MOTION: By Commissioner Woolsey, supported by Commissioner García Mazari, that the Board of Library Commissioners of the City of Grand Rapids approve Rachel Anderson as the Board President for 2023.**

**ACTION: AYES 6 – 0**

**Motion passes.**

**MOTION: By Commissioner Woolsey, supported by Commissioner Kopec, that the Board of Library Commissioners of the City of Grand Rapids approve Kelly Boston as the Vice President/Secretary for 2023.**

**ACTION: AYES 6 – 0**

**Motion passes.**

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

Anderson discusses committee assignments and requests that anyone wanting to join a new committee or switch committees speak to her after the meeting.

**d. BoLC Policy Manual Reaffirmation**

McNaughton speaks to the annual practice of reaffirmation policy manual. Woolsey clarifies what's being reaffirmed.

**MOTION: By Commissioner García Mazari, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids reaffirm the Board of Library Commissioner Policy Manual for 2023.**

**ACTION: AYES 6 – 0**

**Motion passes.**

**e. Proposed Reduction of Grand Rapids History Center Service Hours**

McNaughton discusses challenges that the Grand Rapids History Center (GRHC) has been facing lately and invites Tabberer, the GRHC Librarian III, to speak. She explains the proposal for reduced service hours and what it would accomplish, including balancing the public services work with the collections work, both of which are core to what the GRHC does.

Tabberer and McNaughton answer the board's questions regarding the proposal. McNaughton indicates Tabberer will provide additional information to the board and other groups that may be concerned about the reduction of hours. Because of that, this is not an actionable item tonight. McNaughton wants to ensure all parties have the information necessary before this is approved.

**f. Grand Rapids History Center Database Budget**

McNaughton explains this is informational, as the project went slightly over budget. Adcock indicates it was \$5,000 more than expected.

**g. Social Media Policy Approval**

McNaughton explains that the City recently adopted a social media policy and suggests the library adopt it as well. Anderson would prefer the policy be tailored to the library before it is approved. This is tabled until the policy committee can complete a library-specific draft.

**9. INFORMATION ITEMS**

**a. Media Index**

Woolsey would like to see more information on what platforms social media comments are coming from.

**b. Staffing Report**

No comments.

**c. Attendance Record 2022**

No comments.

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

Anderson indicates board members should fill these out and give them to Wilsner before leaving tonight.

**e. Statistical Report for December 2022**

No comments.

**11. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION**

Assarian states that the contract is ready to be signed. Anderson thanks him for his work.

**12. AGENDA ITEMS FOR REGULAR BOARD MEETING: FEBRUARY 28, 2023**

ALA Midwinter Conference Report  
Budget Information Review

**13. PUBLIC COMMENTS**

Baldrige speaks regarding the charter and board responsibilities. He took photos of things he says are being missed in terms of maintenance of the building. He reaches the time limit for speaking and says he will leave photographs with the board.

Byron, a retired employee and member of the History Detectives planning committee, speaks to the proposed reduction in hours of the GRHC, which to her seems drastic. Fox agrees, and thanks Tabberer and McNaughton for pausing the action on the GRHC to allow for more conversation.

Olster, from the Library of Michigan, speaks about the organization's relationship with the History Detectives program. He says the collection here is invaluable and stewardship of the resources is essential.

**14. ADJOURNMENT**

**MOTION: By Commissioner García Mazari, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids adjourn the meeting.**

**Motion passes.**

**Meeting adjourned at 6:24 pm.**