

MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS
January 30, 2024 | 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, Kelly Boston, Kathryn Dilley,
Sheila García Mazari, Kristin Kopec,
Kevin Peterson, Lauren Woolsey

Board Members Absent:

Administration Present: Robert Adcock, Lindsay Laplow, John McNaughton,
Patrick Beatty

Staff Present: Megan Biggins, Erin Hart, Ann Neff-Rohs

Public Present: Steven Assarian, GREIU;
Chris Byron, Tom Wilson, GR Historical Commission;
Dan Poortenga, GRPLF

2. PUBLIC COMMENTS

Byron and Wilson, on behalf of History Detectives Planning Commission, thank the library for letting them use the facilities again for their program on January 20. They had 10 co-sponsors including the Library of Michigan. They had 6 programs from 9:00 am - 4:00 pm. Some programs had over 100 participants. Anderson comments that she was able to attend the programming and enjoyed it. Woolsey adds that she saw the talk with Sophia Brewer.

3. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON DECEMBER 12, 2023

MOTION: By Commissioner Kopec, seconded by Woolsey, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of December 12, 2023.

Dilley asks for more detailed information within meeting minutes going forward. McNaughton explains that the amount of detail within the minutes was changed to what is required by law with the previous Executive Administrative Assistant.

ACTION: AYES 7 – 0

Motion passed.

4. BOARD COMMENTS

Dilley speaks about the Soups On For All event at the B.O.B. and is interested in the storytelling aspect. She suggests that GRPL joins the program at next year's event to hand out library cards or do storytelling. Dilley adds that she would volunteer for this.

Woolsey speaks about attending 2 GRPL yoga events in January and comments that she enjoyed them. She liked that each event had library material displays on yoga and mindfulness.

Peterson comments on Assarian's work in the Small Business Research Center and the increase of patron usage numbers.

Anderson comments that the History Detectives program was enjoyable. She adds that Black History Month is February. She encourages the board to attend Always Judge a Book by the Cover | Artist Talk with Octavia Ink and The Black Panther and Beyond | The World of Afrofuturism with Dr. Julian Chambliss events.

Boston thanks the board and McNaughton for attending the Board Retreat this past weekend.

García Mazari thanks Boston and Laplow for organizing the Board Retreat.

Kopec congratulates all of the staff with anniversaries this past month.

5. COMMITTEE REPORTS

a. Legislative

Kopec says that they are going to set up a meeting with Lakeland Library Cooperative Director Carol Dawe. Afterward, they will put together a more formal description of what they'd like to accomplish as a committee.

Peterson talks about the Michigan Library Association's Michigan Library Advocacy Day event on April 16 in Lansing. Anderson and Peterson will be attending. Anderson encourages the other board members to sign up to attend. McNaughton adds that Biggins and Neff-Rohs will be there as well.

b. Policy

Woolsey would like to plan ahead for the Director's Evaluation and finalize the staff feedback process. McNaughton says that he will email his thoughts to the board. Woolsey would like a plan in place by February's regular board meeting.

c. Board Retreat

Anderson says the Board Retreat was lovely and thanked the committee for their hard work.

Boston says it was great to get to know the board a bit better and she learned a lot from the speaker, KDL's Executive Director Lance Werner. Boston also thanks Laplow for help in coordinating the event.

6. STAFF & FOUNDATION REPORTS

A. Library Director's Report

McNaughton says that we're currently busy working on the annual budget.

McNaughton adds that he is talking with the Grand Rapids Children's Museum to get the Steering Committee back together soon. He says that he and Maggie Lancaster have met with many Commissioners and want to get back to work as a committee.

Woolsey asked about the various community organizations that are routing people to the library. McNaughton answers that it is an opportunity for more community connections. He adds that we have seen a spike in incidents with the recent cold weather.

Boston asks if the Social Justice Begins with ME programming will continue in 2024. McNaughton answers that it will likely be in a different capacity, but it is planned to continue this year.

Boston comments that she is impressed with the safety resources the library has. She adds that she appreciates that the library is sharing some of the harder experiences staff have had with the board. McNaughton says that he wants the board to be aware of the challenges that our front-line staff are facing.

Boston adds that she likes how the rebrand looks within the board packet.

Woolsey likes the story about the Grand Rapids History Center (GRHC) puzzles. She adds that it's a great connection to our community's history.

García Mazari appreciates the work that has been done with refugees. She adds that these groups, in addition to schooling, view the library as a way to advance in life. She believes that this partnership has a very important impact.

B. Financial Report

Adcock tells that board that we finalize the budget in January and comments on the smooth process this year. He is looking forward to presenting it next month to the board.

Kopec asks about the property tax revenue line and says that it is up to \$450,000. She asks if this is extra money. Adcock explains the process of doing budget projections each year.

García Mazari comments on the tuition reimbursement usage being only \$500. She asks if less folks are using it. McNaughton mentions that library staff are encouraged to participate in tuition reimbursement as well as professional development. Adcock adds that tuition reimbursement is set at \$250 for an undergraduate class and \$500 for a graduate-level class. Dilley asks how the funds are distributed. Adcock answers that it is first come, first served.

C. Foundation Update

Poortenga says that the Grand Rapids Public Library Foundation's board approved all Fiscal Year 2024 grant requests totalling over \$446,000.

Anderson thanks Dilley for representing the board at the Foundation meetings.

7. OLD BUSINESS

None.

8. NEW BUSINESS

A. Election of Board Officers

Anderson says she is happy to serve again as President and Boston as Vice President/Secretary. She adds that a roll call vote will suffice.

MOTION: By Commissioner Woolsey, seconded by Dilley, that the Board of Library Commissioners of the City of Grand Rapids agree to approve Rachel Anderson as the Board President for 2024 and Kelly Boston as the Vice President/Secretary for 2024.

ACTION: AYES 7 - 0

Motion passes.

B. Review of Committee Assignments & Foundation Board Appointment

Woolsey asks about the date within the document. Laplow explains that this is a list of the previous year's assignments. She adds that next year's list will detail 2024's assignments.

Anderson comments that Dilley is also on the Policy Review Committee.

Kopec mentions a typo in the document with the spelling of her name.

C. BoLC Policy Manual Reaffirmation

MOTION: By Commissioner García Mazari, seconded by Kopec, that the Board of Library Commissioners of the City of Grand Rapids reaffirm the Board of Library Commissioners Policy Manual for 2024.

McNaughton asks a question about the process of this memorandum. Woolsey says the memorandum contains all of the information needed.

ACTION: AYES 7 - 0

Motion passes.

D. Director's Evaluation Staff Feedback Procedures

McNaughton says, as previously discussed, he will email the board with his thoughts.

9. INFORMATION ITEMS

A. Media Index

Boston asks about the Patron Pick video. Biggins explains that this is new content created by partnering with outside organizations to share their "patrons picks". She says that within the content, patrons talk about materials they recommend and adds that staff are also featured.

B. Staffing Report

No comments.

C. Attendance Record from Previous Year

Dilley asks if contact information is shareable with other board members. Anderson says we will make the information available to all board members.

D. Voluntary Commitment to Serve, Conflict of Interest, General & Emergency Contact Form

No comments.

E. Statistical Report for December 2023

No comments.

10. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

No comments.

11. AGENDA ITEMS FOR REGULAR BOARD MEETING: FEBRUARY 20, 2024

Anderson says that the next meeting will be 1 week earlier than usual due to Michigan's Primary elections and asks the board to send any agenda item suggestions to her early.

ALA Midwinter Conference Report
Budget Information Review

12. PUBLIC COMMENTS

No comments.

13. Adjournment

MOTION: By Commissioner Woolsey, seconded by Peterson, that the Board of Library Commissioners of the City of Grand Rapids adjourn the meeting.

Meeting adjourned at 5:49 pm.