

**MINUTES  
BOARD OF LIBRARY COMMISSIONERS  
OF THE CITY OF GRAND RAPIDS  
April 27, 2021 – 5:15 pm  
Virtual Meeting**

Anderson called the meeting to order at 5:18 pm.

**1. ROLL CALL**

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

Board Members Absent: none

Administration Present: Robert Adcock, John Bosma, Kristen Krueger-Corrado,  
John McNaughton, Patrick Beatty

Staff Present: Jen VanderHeide, Cheri Cornell

Public Present: Dan Cope; Amy Alber and Steven Assarian, GREIU;  
Shirley Gagnon Allen, GRPLF

**2. PUBLIC COMMENTS ON AGENDA ITEMS**

No comments.

**3. APPROVAL OF MINUTES**

**MOTION: By Commissioner Brewer, supported by Commissioner Botts, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of March 30, 2021 and the special board meeting of April 13, 2021.**

Botts asked for an update on whether or not the library was working with Spectrum or Mercy Health on the Mindfulness Boxes. McNaughton stated that he was still looking into it.

**ACTION: AYES 6 – 0**

**Motion passed.**

**4. BOARD CANDIDATE INTERVIEWS**

Commissioner Anderson apologized for the confusion in contacting the board candidates and stated that the interviews would be postponed until May 18 at 5:00 pm, pending confirmation of the interviewees and board. She stated that the goal would be to have the new commissioners selected and able to start at the next board meeting.

Anderson stated that each interview would be 15 minutes and that she had sent a draft of the questions via email. Each candidate will be asked three questions. Anderson requested any changes be sent to her.

**5. BOARD COMMENTS**

Botts stated that due to the popularity of the hold lockers the library should consider installing them in hospitals and at the airport. McNaughton replied that staff are looking into installing more at various places around town and at the branches. The lockers would have a browsing component similar to a vending machine. Commissioner Dilley stated that based on her experience, the additional hold lockers would be valuable. Boston noted that KDL has a little free library at the airport.

Dilley stated she was pleased with the considerable rise in physical media circulations. She was also pleased to hear about the WZZM matching funds for the Read-A-Thon.

Boston noted that she enjoyed reading everything in the WeAre GR newspaper. She was pleased to see that the library was partnering with the South East Market and inquired when the Check It Out program would be restarting. Krueger-Corrado stated that the cultural partners had been contacted and some were interested in having their passes/tickets available and others were still closed or not in a position to offer the program at this time.

Brewer noted she was pleased that West Side Branch Manager Liz Stirling is meeting with Sibley Elementary. She stated that she felt everything looks really good, especially the hotspots, and is looking forward to what summer will bring.

Anderson noted that she was enthused by all the things going on, especially the hold lockers.

Botts asked if the board should look at their committees, especially the director evaluation committee. Anderson suggested that the committees be looked at after the new board member is selected.

**6. COMMITTEE REPORTS**

No comments.

**7. STAFF & FOUNDATION REPORTS**

**A. Library Director's Report**

McNaughton remarked that the COVID numbers are decreasing and he would like the board to consider reopening all locations on Thursdays as well as more areas of the Main Library. He suggested that it could be added to the special meeting agenda. Anderson asked if patrons were requesting Thursday hours and if there was adequate staffing available. McNaughton said that patrons were asking for the library to be open on Thursdays and that there was adequate staffing to do so. Botts asked if the staff considered later evening hours. McNaughton stated that he wants to reevaluate all open hours and revamp them before we move into Phase 4.

**B. Financial Report**

Adcock discussed the grant the library received from the City and noted that the funds came from the federal government.

Anderson noted that the budget was tracking as expected.

**C. Foundation Update**

Foundation Manager Shirley Gagnon Allen recapped the Foundation Board Meeting. She stated that in lieu of an in-person fundraising event, the foundation would send a special mailing to donors and prospects. They are working with a graphic designer to make a map to celebrate the 150 and raise funds. It is an additional mailing that will go out at the end of summer.

**8. OLD BUSINESS**

None

**9. NEW BUSINESS**

None

**10. INFORMATION ITEMS**

**A. Media Index**

No comments.

**B. Statistical Report for March 2021**

Anderson stated that it was nice to see increases in physical circulations and digital checkouts remain steady.

**C. Staffing Report**

No comments

**D. Board & Administrator, April 2021**

No comments.

**11. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION**

Assarian stated that the GREIU had no comments.

**12. AGENDA ITEMS FOR REGULAR BOARD MEETING: MAY 25, 2021**

The board discussed holding in-person meetings and tentatively decided to do so at the June board meeting.

The board discussed combining the May 18 special meeting and the May 25 regular meeting and to move the committee discussion to the June meeting so that the new board member could participate in the conversation.

**MOTION: By Commissioner Botts, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids combine the special meeting for interviews and the Regular May Meeting on May 18 at 5:00 pm, pending the availability of the board candidates. If the candidates are not available, they will only have the regular board meeting on May 25 at 5:15 pm.**

The board discussed if there were enough board matters to warrant two meetings a week apart.

**ACTION: AYES 6 – 0**

**Motion passed.**

Boston requested that additional board trainings be on the agenda.

**13. PUBLIC COMMENTS**

No comments.

**14. ADJOURNMENT**

No comments.

**Meeting adjourned at 5:57 pm.**