

**MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS
August 31, 2021 – 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, Deborah Bose, James Botts,
Sophia Brewer, Kathryn Dilley, Shelia Garcia Mazari

Board Members Absent: Kelly Boston (with notice)

Administration Present: Robert Adcock, John Bosma, Kristen Krueger-Corrado,
John McNaughton, Briana Trudell

Staff Present:

Public Present: Steven Assarian, GREIU;

2. PUBLIC COMMENTS ON AGENDA ITEMS

No comments.

3. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON JULY 27, 2021

MOTION: By Commissioner Botts, supported by Commissioner Garcia Mazari, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of July 27, 2021.

Anderson asked Trudell to update the committee list by adding Botts to the Legislative Committee and removing Dilley.

ACTION: AYES 6 – 0

Motion passed.

4. BOARD COMMENTS

Bose told the board that she is no longer the interim director at the Tamarack Library.

Garcia Mazari stated that she got a message on her facebook from a Latinx community member and read it to the board. The board thanked her for sharing.

Anderson complemented the mural at the Yankee Clipper Branch's Library on the Lawn.

Brewer stated that she received a recommendation from a member of the public regarding a the need for a barrier between the Madison Square Branch building and the road. She also stated that this community member suggested that the library up-light select branches to show their architecture. McNaughton stated that he's been working with the City to get a barrier installed at the Madison square branch and thanked her for sharing the community member's comments.

5. COMMITTEE REPORTS

No comments.

6. STAFF & FOUNDATION REPORTS

A. Library Director's Report

McNaughton stated that the library card sign-up initiative as part of the 150 celebration will begin September 1 and that there will be a lot of promotional pieces this month from the media.

He added that GRPL was awarded a \$25k grant through the National Library of Medicine and will partner with Mercy Health. He continued that the funds will be used to support senior education.

He also stated that the library is working on a Forgotten Voices project that will document stories from the local LGBTQ+ community. The library will connect with and collaborate with other organizations to make sure that this work is not being duplicated.

B. Financial Report

Adcock stated that he will have revenue numbers next month.

C. Foundation Update

Poortenga gave McNaughton an update to read to the board:

Happy to announce that last week at the Board meeting of the Grand Rapids Public Library Foundation, Trustees approved grant requests to GRPL totaling over \$70,000! This is for the One Book, One City for Kids program and for audiobook and Local History Department purchases.

The GRPL 150 fundraising mailer will be mailed this Friday – hoping for a great response!

7. OLD BUSINESS

A. Budget Amendment

McNaughton spoke about the two positions in the budget amendment. He addressed his reasons for the additional positions and updated them regarding the changes to the already board approved Mobile Library Assistant position. McNaughton and the board then discussed the positions and how they will be posted.

McNaughton informed the board that the Human Resources Manager, Jason Hendrix has resigned.

MOTION: By Commissioner Botts, supported by Commissioner Bose, that the Board of Library Commissioners of the City of Grand Rapids approve the \$160,075 FY22 budget amendment, effective August 31, 2021.

Brewer asked how this affects the budget in the coming years. Adcock stated that the library is in a stable position to retain these positions going forward.

ACTION: AYES 6 – 0

Motion passed.

8. NEW BUSINESS

A. Reopening Discussion

McNaughton stated that the library is working towards getting back to full capacity and would like to transition into the library’s traditional schedule including Sunday hours. He added that the library is aware of the COVID-19 infection rates and that they feel confident moving forward with the proposed adjustments.

Anderson asked if GRPL To Go will still be running. He stated that it is still available at select branches but the use at the Main Library was so low it has been suspended.

MOTION: By Commissioner Botts, supported by Commissioner Brewer, that the Board of Library Commissioners of the City of Grand Rapids agree to GRPL’s regular hours starting Tuesday, September 7 and the proposed Closing Calendar for 2021 – 2023.

ACTION: AYES 6 – 0

Motion passed.

B. Management Training

McNaughton addressed the board with his reasons for asking for the board to approve the proposed training for management.

He and the board then discussed details around the training, what the timeline would look like, and how it will affect staff.

MOTION: By Commissioner Botts, supported by Commissioner Bose, that the Board of Library Commissioners of the City of Grand Rapids agree for the Library Director to sign a contract with LifeLabs Learning to provide management skill building trainings in the amount of \$43,300.

ACTION: AYES 5 – ABSTAIN – 1 NO – 0

Motion passed.

C. Rebranding Bids

McNaughton gave the board reasons for the library needing a rebrand and then shared the reasons for choosing Williams Group.

MOTION: By Commissioner Botts, supported by Commissioner Bose, that the Board of Library Commissioners of the City of Grand Rapids approve that the Library Director sign a contract with Williams Group for the library’s rebranding work not to exceed \$43,500.

ACTION: AYES 6 – 0

Motion passed.

D. Salary Ordinance Amendment

McNaughton gave the board the details around his proposal.

MOTION: By Commissioner Botts, supported by Commissioner Bose, that the Board of Library Commissioners of the City of Grand Rapids approve the salary ordinance amendment, effective August 16, 2021.

Brewer asked about how the library would repost the position, should the current Executive Administrative Assistant leave. McNaughton stated that the replacement would start back at the 31 payscale with the typical responsibilities of the position.

The board then discussed the details around the salary ordinance.

ACTION: AYES 6 – 0

Motion passed.

Brewer stated that there may be issues with this decision because she feels they made their decision for the person and it could open the door for individual negotiations going forward. McNaughton commented that it is a unique situation.

Anderson added that the library’s employees are one of its greatest resources.

9. INFORMATION ITEMS

A. Year End Reports

McNaughton and the board discussed the year end reports, commenting mostly on the FY21 statistical report.

Dilley expressed her appreciation for the hiring report.

B. Media Index

No comments.

C. Statistical Report for July 2021

No comments.

D. Staffing Report

No comments.

E. Board & Administrator, August 2021

No comments.

10. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

No comments.

11. AGENDA ITEMS FOR REGULAR BOARD MEETING: SEPTEMBER 28, 2021

No comments.

12. PUBLIC COMMENTS

No comments.

13. Adjournment

No comments.

Meeting adjourned at 6:17 pm.