

**MINUTES  
BOARD OF LIBRARY COMMISSIONERS  
OF THE CITY OF GRAND RAPIDS  
March 28, 2023 – 5:16 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, Kristin Kopec, Lauren Woolsey

Board Members Absent: Deborah Bose (without notice)

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

Staff Present: Erin Hart, Karolee Tobey, Kate Hawkins

Public Present: Dan Poortenga, GRLF  
Sarah Carter, Cindy Janes, Steve Romkema; Fishbeck  
Steff Rosalez, GAAH

**2. PUBLIC COMMENTS**

No comments.

**3. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON FEBRUARY 28, 2023**

**MOTION: By Commissioner García Mazari, supported by Commissioner Kopec, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of February 23, 2023.**

Boston clarifies the phrasing on Agenda item 3, committee reports.

**ACTION: AYES 6 – 0**

**Motion passed.**

**4. BOARD COMMENTS**

Anderson thanks the public who have been coming to the meetings and have contacted the board for their involvement and caring about the library. Woolsey mentions the positive theme of comments shared with the board recently.

**5. COMMITTEE REPORTS**

Anderson reports that the policy committee met with city lawyers regarding social media policy. She hopes the policy will be in front of the board in the next meeting.

Boston discusses the April 7 board retreat.

**6. STAFF & FOUNDATION REPORTS**

**a. Library Director's Report**

McNaughton discusses specifics of the report. The Children's Room is being fully walled off from the adult area in response to the situation from the report. Further conversations are being had regarding security issues. McNaughton confirms staff receive deescalation training. Boston commends the staff who handled incidents mentioned within the report.

Dewpoint's technology audit results were received yesterday. McNaughton will share with the board.

**b. Financial Report**

No comments.

**c. Foundation Update**

Poortenga doesn't have anything to report as the foundation is between granting meetings.

**7. OLD BUSINESS**

No comments.

**8. NEW BUSINESS**

**a. Fishbeck Presentation**

Cindy Janes, Sarah Carter, and Steve Romkema are present from Fishbeck. Carter provides a presentation around potential strategies to best utilize space. Opportunities Fishbeck has identified include: rethinking work distribution, departmental space reallocation, dedicated activity zones, and atrium adjustments.

Board members ask questions regarding Fishbeck's proposed strategies and Carter and Romkema answer. Boston asks about the process for deciding between the strategies. Carter explains each department will be further involved.

Janes thanks the library for the partnership.

**b. Grandville Avenue Arts & Humanities Annual Report Presentation**

Rosalez provides a presentation on Grandville Avenue Arts & Humanities and answers board questions regarding the organization. Boston asks regarding GRPL specifically offering services to the southwest side of the city. Rosalez and McNaughton discuss partnership and services.

**c. Director Evaluation Documents**

Dilley asks a question regarding number 6. Garcia Mazari responds. Anderson indicates some of the information will come from the training on April 7. Anderson explains the process to the newer board members.

**d. Budget Approval**

Adcock explains updates to previous budget information provided.

**MOTION: By Commissioner Woolsey, supported by Commissioner Kopec, that the Board of Library Commissioners of the City of Grand Rapids approve the FY24 Budget and Fee Schedule.**

García Mazari discusses concerns regarding staffing the Grand Rapids History Center. McNaughton expands on the topic.

McNaughton discusses the budget process.

**ACTION: AYES 6 – 0**

**Motion passed.**

- e. **Director request to move into closed session to discuss open letter to the board**

Beatty suggests moving the closed session to the end of the agenda.

**MOTION: By Commissioner García Mazari, supported by Commissioner Dilley, that the Board of Library Commissioners of the City of Grand Rapids move this to the end of the agenda.**

**ACTION: AYES 6 – 0**

**Motion passed.**

**9. INFORMATION ITEMS**

- a. **Media Index**

Woolsey was happy to see discussion of the teen hygiene locker.

- b. **Staffing Report**

No comments.

- c. **Statistical Report for February 2023**

Anderson points out the large increase in library visits on the stats report, which she says is great but can also be a strain on the system.

**10. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION**

No comments.

**11. AGENDA ITEMS FOR REGULAR BOARD MEETING: APRIL 25, 2023**

No comments.

**12. PUBLIC COMMENTS**

No comments.

**13. Director request to move into closed session to discuss open letter to the board**

**MOTION: By Commissioner Boston, supported by Commissioner Kopec, that the Board of Library Commissioners of the City of Grand Rapids agree to go into a closed session pursuant to Section 8(1)(a) of the Open Meetings Act, at the request of Library Director John McNaughton, for the purpose of discussing an open letter to the board.**

**ACTION: ROLL CALL VOTE AYES: Anderson, Boston, Dilley, García Mazari, Kopec, Woolsey**

**Motion passed.**

**14. ADJOURNMENT**

No comments.

**Meeting adjourned at 7:34 pm.**