

## MINUTES

### Board of Library Commissioners of the City of Grand Rapids

October 24, 2023 – 5:15 pm

111 Library Street 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

Staff Present: Megan Biggins, Erin Hart

Public Present: Steven Assarian, GREIU; Dan Poortenga, GRPL Foundation; Jax Johnson; Amy White, GVSU

#### 2. PUBLIC COMMENTS

Johnson comments positively on the Dungeons & Dragons teen youth group run by GRPL Librarian Erin Hart. Hart adds that Johnson is a long-time teen volunteer.

#### 3. APPROVAL OF MINUTES

**MOTION: By Commissioner Woolsey, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular meeting of September 26, 2023.**

García Mazari points out typo in #4 board comments.

**Motion to approve as corrected.**

**ACTION: AYES 7 – 0**

**Motion passed.**

#### 4. BOARD COMMENTS

Peterson thanks GRPL Library Assistant Rachel Burns for noticing the flammable film and appreciates that she moved quickly to address it. Anderson adds the Communication team made this into a really nice social media story.

Anderson wishes all the best for Meryl Wilsner in their new life as a best-selling author. She also thanks everyone for their work at the Friends of the Library Book Sale this past weekend. Biggins comments on the number of people who were in line before the doors opened.

García Mazari talks about her excitement to have digital access to the Grand Rapids Press.

Boston has been visiting the Seymour Branch and comments that all of the staff have been fantastic. She also says that KDL will automatically renew materials for patrons and was wondering if GRPL considered doing this. McNaughton says he will look into it.

Woolsey says she was in Kenosha Park at the beginning of this month and saw the signs for the Read Walk Talk program. Dilley asks how long the program will last. Biggins answers.

Dilley comments that the storytimes for adults is a good idea.

**5. COMMITTEE REPORTS**

Policy Committee: Garcia Mazari discusses the patron rules and responsibilities document review.

Legislative Committee: Kopec and Anderson update on Legislative Committee actions. Anderson discusses future BoLC elections.

Board Retreat Committee: Board discusses potential speakers and timing for Board Retreat.

**6. STAFF & FOUNDATION REPORTS**

**a. Library Director's Report**

i. STEAM Center Update

McNaughton provides an update on the STEAM Center and mentions the Steering Committee hasn't met for some time. He answers the board's questions.

ii. Technology Audit

McNaughton discusses the status of the technology audit and answers the board's questions regarding switching to a new platform.

iii. Strategic Framework

McNaughton explains that the Library's strategic goals have been streamlined but the overall framework is the same.

iv. Director's Report

McNaughton says that the Executive staff will be experimenting with some changes to the Director's Report over the next few months.

**b. Financial Report**

Adcock gives an update on the parking lot gate installation, which is estimated for early November.

**c. Foundation Update**

Poortenga says that the Foundation Executive meeting was today and they did some upkeep on bylaws. Their next meeting is in December.

**7. OLD BUSINESS**

**a. Director Evaluation Updates**

Woolsey explains the changes to the process. Kopec comments it would be helpful to have more time to review the document before voting.

**MOTION: By Commissioner Kopec, that the Board of Library Commissioners of the City of Grand Rapids table the approval of the director evaluation until the November board meeting.**

**ACTION: AYES 7 – 0**

**Motion passed.**

**8. NEW BUSINESS**

**a. Summer Reading Program Evaluation**

Biggins presents a synopsis of the Summer Reading Program. A more detailed evaluation will happen at the November board meeting.

**b. Full Day Closure for Staff Training Day**

McNaughton discusses the CA to LA classification change and what this training day will entail. Biggins and McNaughton answer the board's questions surrounding the closure.

**MOTION: By Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids approve a full day closure for most locations on Wednesday, November 29, 2023, allowing for staff training from 8:00 am to 5:00 pm.**

**ACTION: AYES 7 – 0**

**Motion passes.**

**9. INFORMATION ITEMS**

**a. Media Index**

Anderson mentions the suggestion for homeschool events and thinks it's a good idea.

Woolsey says she hopes all of the questions posed through social media have been answered. McNaughton says that they have.

**b. Staffing Report**

No comments.

**c. Statistical Report for September 2023**

No comments.

**10. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION**

Assarian comments that he appreciates working at GRPL.

**11. AGENDA ITEMS FOR REGULAR BOARD MEETING: November 28, 2023**

Director Evaluation approval  
Summer Reading Challenge presentation  
Patron Responsibilities Policy

**12. PUBLIC COMMENTS**

Johnson comments to encourage homeschooling reachout.

**13. ADJOURNMENT**

**MOTION: By Commissioner Kopec, the Board of Library Commissioners of the City of Grand Rapids adjourn.**

**Meeting adjourned at 6:13 pm.**