

MINUTES
Board of Library Commissioners
of the City of Grand Rapids
November 28, 2023 – 5:15 pm
Regular Board Meeting

Anderson called the meeting to order at 5:15 pm.

1. ROLL CALL

Board Members Present: Rachel Anderson, Kelly Boston (arrived at 5:26pm), 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, John Bosma, Amy Cochran, Nic Coppernoll, Ann Neff-Rohs

Public Present: Steven Assarian, GREIU; Jax Johnson, Ken MC; Dan Poortenga, GRPLF

2. PUBLIC COMMENTS

MC comments in regards to Agenda item number 9. Suggests that the board review GRPL's work culture.

3. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON OCTOBER 24, 2023

MOTION: By Commissioner Woolsey that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of October 24, 2023.

ACTION: AYES 6 – 0

Motion passed.

4. BOARD COMMENTS

Kopec was impressed by Summer Reading Challenge (SRC) results.

Peterson thanked staff for activities during Indigenous Peoples Month and comments on GRPL's presence at the Santa Parade.

5. COMMITTEE REPORTS

- a. Legislative
Kopec says that the committee is continuing to work on talking points for areas of interest and will have more topics to discuss in January.
- b. Policy
Woolsey comments that she has 7a and 7c Agenda documents to discuss later in the meeting.
- c. Board Retreat
Boston comments that she has not heard back yet from Kent District Library (KDL) regarding scheduling.

6. STAFF & FOUNDATION REPORTS

A. Library Director's Report

McNaughton says there will be a year-end update next month instead of a regular Director's Report.

i. STEAM Center Update

McNaughton says he will be meeting with some of the Steering Committee members on Thursday.

B. Financial Report

Adcock comments on the short turnaround for next month's information. He mentions that GRPL is kicking off the FY25 budget season right now which will be presented in February for the board to vote on in March.

Kopec asks about the Contractual Training line within the financial report. Adcock explains that the City has asked for some organizational training items to be coded differently.

Anderson comments on the steadiness of the financial reports recently.

C. Foundation Update

Poortenga comments that GRPLF has received a grant award from Michigan Arts & Culture Council for \$18,000 for SRC and One Book One City. They also received a grant from the Wege Foundation for \$50,000 for diversity programming including Hispanic Heritage Month.

7. OLD BUSINESS

A. Approval of Director Evaluation Update

Anderson comments on verb tense updates to the document. Woolsey says she will make the updates. Boston adds that she thinks including staff feedback in the evaluation is important. Anderson comments on the new process. McNaughton comments that he is glad there is now a structure in place. Anderson adds that this evaluation will bring qualitative instead of quantitative data for them to review.

MOTION: By Commissioner Kopec that the Board of Library Commissioners of the City of Grand Rapids agree to update the Director Evaluation process.

The board votes with the grammar changes discussed.

ACTION: AYES 7 - 0

B. SRC Presentation

McNaughton introduces Adult Services Manager Coppernoll and Youth Services Manager Cochran. Cochran and Coppernoll thank staff, the Communications Department, and all of GRPL's desk staff for their hard work. Cochran speaks about the increase in sign ups, programs, and partnerships from previous years. She remarked that engagement and excitement

with staff and patrons was different than in past years, especially with the multigenerational experience. She notes that they asked for survey feedback directly from kids this year. Older generation and teen numbers were lower in participation. She says that they may change the prizes next year for increased accessibility..

Dilley says she appreciates Cochran's enthusiasm.

Woolsey says she likes that there was agency for patrons to pave their own path through the challenge.

Coppernoll adds that more patrons were interacting with staff within the Library this Summer than in previous years.

Peterson asks if GRPL has any data collected in regards to race and ethnicity for participants. Cochran answers.

Boston comments that she appreciated the programing.

C. Patron Responsibilities Policy

Woolsey discusses the policy. She hopes to have the policy approved by the board at the December Regular Board Meeting and adds that staff will have the ability to implement the specific procedures when they are comfortable and ready.

Anderson asks if it's a new policy. Woolsey answers that it is a rewriting of a current policy.

Anderson comments that she likes that the bolded statements within the policy are positive. Woolsey says that the policy is to support staff and explains that the goal was to provide reasons first and details later within the policy.

Woolsey says that because of the quick turnaround in December, she would like feedback or changes to be sent to her directly by Monday, December 5.

García Mazari says she doesn't want this policy to change too often and for the procedure manual to expand on this document. Woolsey agrees that staff will have more power enforcing this policy. Dilley also agrees.

8. NEW BUSINESS

A. Nominating Committee Appointment

Anderson asks if Dilley is willing to do this again. Dilley says yes and comments that she needs to know who is interested in becoming President and Vice President so the board can vote on it in January. She tells the board members to let her know if they are interested.

9. INFORMATION ITEMS

A. Media Index

Woolsey says she is happy to see comments about NewsBank.

B. Staffing Report

No comments.

C. Statistical Report for October 2023

No comments.

10. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

No comments.

11. AGENDA ITEMS FOR REGULAR BOARD MEETING: DECEMBER 12, 2023

No comments.

12. PUBLIC COMMENTS

No comments.

13. Adjournment

MOTION: By Commissioner García Mazari that the Board of Library Commissioners of the City of Grand Rapids adjourn the meeting.

Meeting adjourned at 6:00 pm.