

Big Rapids Community Library - Library Board Meeting

Held in Community Room at the Big Rapids Community Library

September 8, 2022

1. Call to Order

- The Library Board Meeting was called to order by Catherine Johnson at 5:30 pm.
- Board Members in attendance: Ralph Crew, Laura Herron, Catherine Johnson, Chelsea Mitchell, and Mike Ryan
- Board Members absent: none
- Library Staff in attendance: Lauren Perkins (Library Director) and Sarah Welch (Head of Programs and Services).

2. Reading and Approval of May, June, & August 2022 Meeting Minutes

- The May, June, & August 2022 Meeting Minutes were reviewed. The May and June reports required technical corrections but no change to content.
- Mike Ryan motioned to approve the May, June, & August 2022 Meeting Minutes. Ralph Crew supported. All members in favor. Minutes were approved.

3. Correspondence and Communications

- Sarah Cook
- Mecosta County Prosecuting Attorney

4. Public Comment

- none

5. Financial Report

- reviewed

6. Report of the Library Director

- Challenges to five children's books occurred in July. These challenges were reported to MLA and ALA.
- 2022-2023 Out-of-School Time (OST) Grants
- Staff Training: Adult Mental Health First Aid, Narcan/Naloxone Training, Suicide Prevention Ambassador training for Lauren (value \$1500), Leap Into Science Curriculum Training for Sarah, MMLL Annual Meeting is September 15
 - The Library Board has requested that the Library Director produce a checklist of annual staff training for library personnel. These trainings should include: ACLS, AED training, Naloxone, active shooter, fire drills, and disaster training
- July Programs: Summer Reading Program, Storytime at the Bandshell, Great Garden Detective, M.O.V.E., Outdoor Movies in the Park
- August Programs: Lit Loot (10€), National Night Out, Outdoor Movies in the Park, Drummunity, Friday FOTL Books Sales at Farmer's Market, Early Head Start School Resource Fair, Cookie Scavenger Hunt sponsored by Three Girls Bakery

- September Programs: Firefighter Storytime at Public Safety, Storytime in the Literacy Park, Movies for Grown-Ups, Dining with Diabetes, Scarecrow Scavenger Hunt
- Gate Count: SenSource Gate counted 3,350 vs old gate count 2.492
- Circulation Statistics:
 - Checkouts FY 2023 to Date: 10,203 - Renewals FY 2023 to Date: 4,991 - Total Saved FY 2023 to Date: \$178,600 - Searches FY 2023 to Date: 9,006
 - Checkouts Calendar Year to Date: 37,169 - Renewals Calendar Year to Date: 17,288 - Total Saved Calendar Year to Date: \$633,021 - Searches Calendar Year to Date: 31,783
 - 119 Covid Tests distributed in August

7. Old/Unfinished Business

- Lauren Perkins has reached out to Lawyer Ann Seurnyck and is waiting to hear back.
- Non-Resident Fees
 - Mike Ryan motioned to increase the library card non-residential fee to \$75 per individual and \$150 for a family beginning January 1, 2023. Ralph Crew supported. All members in favor. Motion was carried.
- Township Contacts
 - Waiting to hear back from Ann Seurnyck
 - Big Rapids Township Millage
 1. If ballot millage passes, the Library Board suggests that we make an agreement with the township board that we will accept the lower millage for the next six years, then it needs to raise to the 3/10 millage required.
- Lost & Damaged Policy
 - Put on agenda for October meeting

8. New Business

- Article VIII - Meetings
 - Adopt a schedule for the next year
 1. The Library Board will meet in January, March, April, May, June, August, September, October, and November at 5:30 PM on the second Thursday of the month.
 2. Chelsea Mitchell motioned that the Library Board accept the 2023 proposed schedule as stated. Mike Ryan supported. All members in favor. Motion was approved.
- Article III - Organization and Officers
 - Elect its Chair, Vice-Chair, and other officers

1. Mike Ryan nominated Catherine Johnson as Chair. Ralph Crew supported. All members in favor. Nomination was approved.
 2. Catherine Johnson nominated Chelsea Mitchell as Vice-Chair. Ralph Crew supported. All members in favor. Nomination was approved.
- Updating copy and faxing fees
 - Ralph Crew motioned that library card holders can print ten black and white copies per day and fax ten pages per day at no cost. Chelsea Mitchell supported. All members in favor. Motion approved.

9. Unscheduled Business

- Lauren Perkins has reached out to Human Resources about insurance for the Library Board members. She will report back when she receives information.
- FOTL is holding a Brat Bash October 8 at 4:00 PM at the Sawmill Saloon. Catherine Johnson encourages all board members to attend.

10. Next Meeting

- The next meeting is scheduled for Thursday, October 13 at 5:30 pm.

11. Adjournment

- Catherine Johnson adjourned the meeting at 6:52 pm.