

Big Rapids Community Library
Library Board Meeting Minutes
September 10, 2019

1. Call to Order

- The Library Board Meeting was called to order by Catherine Johnson at 5:33 PM.
- In attendance: Sharon Kuhn, Catherine Johnson, Jennifer Njenga, Lauren Moran (Library Director), Sarah Welch (Head of Programs and Services).
- Absent: Mae Emerson, Beth Schoenlein

2. Reading and approving of August minutes

- The August 2019 Board Meeting Minutes were reviewed and accepted.

3. Correspondence and communication

None

4. Public comment

None

5. Financial report

- The second installment of State Aid has been paid.
- Motion to approve Financial Report was made by Sharon Kuhn and seconded by Jennifer Njenga; the motion passed unanimously.

6. August 2019 Statistics Report – Library

- The number of Wireless Sessions has increased.
- The Library was closed on Saturday, August 31st. This could explain some of the lower numbers for the month.
- Homebound numbers are stable.
- MelCat Borrowing numbers has increased from last month.
- For next month the Library Board is looking to see a raise in library cards (due to Library Card sign up month) and programming numbers (due to new programming staff).

7. Report of Library Director

Provide Quality Information:

- Census Job Recruiter Hours will continue through September. The recruiter will contact Lauren Moran about further events.
- Lauren Moran attended the Research Institute for Public Libraries August 7th – August 8th. She learned about statistics.
- The Library's staff numbers have increased including; returning work study students from last year and hiring a Library Assistant and the Head of Programs and Services.
- The Altercare Display is on the 2nd floor.
- The Library has received a grant from the NNLM All of Us Consumer Health Collection which includes new health books.
- A weed of the NonFiction occurred which has opened space on the top and bottom of the shelves. This allows for easier access to items for patrons.
- Booksale was a success!

- The Ryan Family made a significant credit for \$20 per teacher to purchase books at the booksale. They also donated \$4000 to the endowment.

Assure equal access to all materials using appropriate technologies

- Wi-Fi has been upgraded.
- 10-day Lucky Book Collection. These items are no renewable and not requestable. They are high demand items. This collection will have a high turnaround.
- Screen in Literacy Room
- The Credit Card Reader is in the library and ready to be installed.

Upcoming Events

- Roald Dahl Day – September 13th
- Banned Book Week – September 22nd – 28th
- Voter Registration Drive/National Voter Registration Day – September 24th
- Organ Donor Drive – October 10th – 16th
- Indigenous People’s Day – October 14th
 - Library Board recommended reaching out to Lynn Anderson for this program.
- Halloween Scavenger Hunt – October 31st
 - An All Ages Program. There is be a clue sheet at the desk. Patrons are charged with finding book characters on pumpkins hidden throughout the library. If they find them, can will get a piece of candy.

8. Old (unfinished) business

None.

9. New business – Schedule of meetings

- The September Meeting is when it was planned to organize the next years’ worth of meetings as well as voting in each position. Due to absent members, those in attendance agreed to leave finalizing this information until the October meeting. They did, however, discuss that for the attending members continuing the Board Meetings on the second Thursday of each month at 5:30 PM was preferable.
- The Library Board agreed that there would be no meeting in February and July in 2020.
- Sarah Welch, Head of Programs and Services, was in attendance. She is eager to start working existing teen programs and to see what she can do to bring in the tweens.

10. Unscheduled business

None.

11. Next Meeting

- October 10, 2019 at 5:30 pm

12. Adjournment

- Catherine Johnson adjourned the meeting at 5:52 PM.