

Big Rapids Community Library
Library Board Meeting

Agenda
September 10, 2020

1. Call to Order

- The Library Board Meeting was called to order by Catherine Johnson at 5:36pm.
- Board Members in Attendance: Catherine Johnson, Sharon Kuhn, Chelsea Mitchell, and Beth Schoenlein.
- Board Members Absent: Jennifer Njenga
- Library Staff in attendance: Lauren Moran (Library Director) and Sarah Welch (Head of Programs and Services).
- Public in attendance: Paula Priebe (Community Development Director)

2. Reading and Approval of August 2020 Minutes

- The August 2020 Board Meeting Minutes were reviewed. The report required a technical correction but no change to content.
- Chelsea Mitchell motioned to approve the August Minutes. Beth Schoenlein supported. All members in favor. Minutes were approved.

3. Report of the Library Director

- The Friends of the Library held a book sale on Saturday, September 5th from 10:00am to 4:00pm. They offered library themed bags for \$5.00 or for \$25.00 it could be filled with books. A donation was made by Mike Ryan which gave teachers the ability to fill one bag at no cost to themselves.
 - Is there a way the Library can recognize this donation either on Facebook or in the Pioneer?
- Krista Frasier, the Public Relations & Marketing intern from Ferris University, has begun working at the Library. She will be assisting with social media and marketing of the library.
 - Can Frasier contact the library about better promoting the At-Home Storytime programs?
- Resource pages have been created on the Library's website for early-lit, kids, teens and adults.
- DPW fixed cracks and some of the cement on the entrance stairs.
- Hispanic Heritage Month is Sept. 15-Oct. 15
- Banned Books Week is Sept. 27-Oct. 3
- September is Library Card Sign-Up Month. The Mayor will be making a proclamation to this effect on September 8th at the City Commission meeting.

4. Correspondence and Communication

- none

5. Old Business

- DNR Grant: Last week city staff members met online with engineers and architects regarding the building of the Library park. The new date for construction is April/May 2021.
 - Can the Library Board and the Parks & Recreation Board hold their October meeting at the same facility and consecutively so board members can discuss the building of the park?
- Paula Priebe followed up, after the August Library Board Meeting discussion, with the City of Big Rapid's IT Director concerning the technology budget for the city & library. The majority of the city's budget goes towards maintaining the existing items. They do have a goal of purchasing new items - specifically replacing a third of the computers each year - but that goal is not always met.
 - There is room in the budget to order the accessibility software discussed at the last meeting if it is not a high dollar amount.
 - For next year's budget cycle, Moran and Priebe can work to write into the budget the ability to update and purchase new computers for the library.

6. New Business

- QSAC - Facilities and Equipment
 - Library Staff would benefit from having active assault training and a refresher in library policy concerning fire and weather plans of action.
 - The Library should have a safety and an energy audit. Both would require collaboration from the City of Big Rapids.
 - Does removing most of the library seating, due to Covid procedure, disregard ADA seating requirements?
- Summer Reading Program
 - Summer Reading has ended. There were 106 participants. They have begun picking up their prizes already.
 - We have received many generous donations from city businesses to be given as prizes for the finishers. The Friends of Library purchased the kid's prizes and a couple of the finisher prizes.
- Elect Chair & Vice Chair
 - Sharon Kuhn nominates Catherine Johnson for the position of Chair. Chelsea Mitchell supported. All members in favor. Catherine Johnson has been named Chair.
 - Sharon Kuhn nominates Beth Schoenlein for the position of Vice Chair. Chelsea Mitchell supported. All members in favor. Beth Schoenlein has been named Vice Chair.
- Mecosta County Giving Day will be on December 2nd. What can the Library and Library Board do? Possibly a final fundraiser for the literacy playground?
- The 2021 Board Meeting dates will be chosen at the October meeting.

- Moran asks that the Library Board members come prepared at the next meeting. Frasier will be taking their photographs for the Library's website.

7. Public Comment

- none

8. Next Meeting

- The next meeting is scheduled for October 8, 2020 at 5:30pm

9. Adjournment

- Catherine Johnson adjourned the meeting at 6:45pm.