

Big Rapids Community Library
Library Board Meeting Minutes
March 12, 2020

1. Call to Order

- The Library Board Meeting was called to order by Mae Emerson at 5:34pm.
- Board Members in attendance: Mae Emerson, Sharon Kuhn, Catherine Johnson, Jennifer Njenga, and Beth Schoenlein.
- Library Staff in attendance: Lauren Moran (Library Director) and Sarah Welch (Head of Programs and Services).
- Public in attendance: Paula Priebe

2. Reading and Approving of January Minutes

- The January 2020 Board Meeting Minutes were reviewed. The report required a technical correction but no change to content.
- Catherine Johnson motioned to approve January Minutes. Sharon Kuhn supported. All members in favor. Minutes were approved.

3. Correspondence and Communication

- WISE – Thanking the library for a donation.

4. Public Comment

- None

5. Financial Report

- Over budget in Children's Programming by \$53.
- Friends of the Library will be giving \$8,000 for book and other materials.
- Sharon Kuhn motioned to approve the Financial Report. Catherine Johnson supported. All members in favor. Financial Report was approved.

6. February Statistics Report

- RBdigital numbers are not yet available.
- Homebound – There is one less person receiving this service.
- MEL has changed the way they distribute their items. Items come from the closest library.

7. Library Director's Report

Provide quality information

- A marketing internship was created with Ferris University.
- Bookapalooza Grant from ALA/ALSC was granted. We will receive 60 boxes of children's materials. The Friends of the Library will pay for the shipping cost.
- Creating a weeding structure for the collection.
- Policy revisions to reflect accurate and current information.

Assured equal access to all materials using appropriate technologies

- Lauren and Sarah attended training for CompuGirls. With this grant the library received 7 Chromebooks and 2 iPads as well as other supplies for the programming.
- Fine Free Library cards for youth under 12.

- Fine Amnesty
- Hardwired and fixed the automatic door opener.

Upcoming events/other projects

- Talking is Teaching includes early literacy panels in the playground. Trusted messengers in the community will be passing out bags (including Howard). The City of Big Rapids had a meeting about putting prompts around town and early literacy panels in other parks. The City Commission will need to pass a resolution to make Big Rapids a Talking is Teaching Community.
- Farmers Market StoryWalk will start June 19th
- Scholastic Book Fair is June 15th to June 19th
- Planning for Summer Reading Program is happening; including scheduling events/presenters.
- Early Literacy Playground is projected to be built in August/September.
- Jim Gil is coming on April 20th for Storytime.
- Dr. Mona is coming on April 20th at 7:00pm at Ferris University Center. The Friends of the Library will be having their annual meeting before this event.
- Babysitting Series with MSU Extension will be in the library on Thursdays in April.
- Money Smart Week is April 4th to April 11th.
- April is Poetry Month. The Library will be hosting movies on Fridays in celebration.
- Computer Classes for adults to start in April.
- Joint programming with Michigan Works will bring Job Readiness programs in May.

8. Old (Unfinished Business)

- none

9. New Business

- QSAC – Collection Development
 - Essential CORE Quality Measure – Required
 1. No – No policy, Lauren has started writing one.
 2. Yes – Online only
 3. Yes
 4. No – A lot of the collection needs updating. In Progress.
 5. Yes
 6. Yes
 7. Yes
 8. Yes
 9. Yes – needs work.
 10. Yes – only a few bilingual picture books
 11. No – No policy
 - Essential ELECTIVE Quality Measures – CHOOSE ONE
 1. Yes

- 2. Yes
 - 3. Yes
- Enhanced CORE Quality Measures – Required
 - 1. Yes
 - 2. Yes
 - 3. Yes
- Enhanced ELECTIVE Quality Measures – CHOOSE ONE
 - 1. Yes
 - 2. Yes
- Excellent CORE Quality Measures – Required
 - 1. N/A
 - 2. Yes
 - 3. Yes
 - 4. Yes
 - 5. Yes
- Excellent ELECTIVE Quality Measures – CHOOSE ONE
 - 1. Yes
 - 2. No
 - 3. Yes
- Budget for 2020-2021
 - Increase book budget by \$500
 - Increase in Audio/Visual budget
 - 13.5% for materials
 - Approved by all members

10. Unscheduled Business

- Deliberative Dialogue
 - How do we get the political system we want?
 - Can we schedule this discussion?

11. Next Meeting

- Next meeting is scheduled for April 9th at 5:30pm.

12. Adjourned

- Mae Emerson adjourned the meeting at 6:45pm.