

# **Big Rapids Community Library - Library Board Meeting**

Held in Community Room at the Big Rapids Community Library

May 11, 2023

## **1. Call to Order**

- The Library Board Meeting was called to order by Chelsea Mitchell at 5:30 pm.
- Board Members in attendance: Laura Herron, Sarah Lucas, Chelsea Mitchell, and Mike Ryan
- Board Members absent: Ralph Crew
- Library Staff in attendance: Lauren Perkins (Library Director) and Sarah Welch (Head of Programs and Services)

## **2. Reading and Approval of April 2023 Meeting Minutes**

- The April 2023 Meeting Minutes were reviewed.
- Mike Ryan motioned to approve the April 2023 Meeting Minutes. Laura Herron supported. All members are in favor. Minutes were approved.

## **3. Correspondence and Communication**

- none

## **4. Public Comment**

- none

## **5. Financial Report**

- The line for purchasing books is over the budgeted amount. Money will be taken out of another budget line.
- Lauren Perkins has not yet heard back from the City of Big Rapids concerning the 2023-2024 budget.
- Mike Ryan motioned to accept the Financial Report. Laura Herron supported. All members are in favor. The Financial Report was accepted.

## **6. Report of the Library Director**

- May 2023 is Asian American Pacific Islander Month
- Poetry Month: Poem in your Pocket Day, Poetry Display, and Poetry Walk in Park
- Chevy in the Hole, Author Visit by Kelsey Ronan visits May 15 at 7:00 pm
- 2023 Summer Reading Program *All Together Now* June 5 to August 17
- Big Library Read May 3-17 *Tastes Like War* by Grace M. Cho available through Libby.
- Libby app has permanently replaced Overdrive.
- Partnership with Isabella Bank for two Money Smart Week programs and donation for \$750 towards SRP prize books
- Staffing Changes: Owen Ettinger returns for Summer as Library Page. Desiree Rowe was promoted to Library Assistant from Page. Kayla Brock, Library Assistant, departing.

- Upcoming Programs:
  - Tuesdays in May at 10:30 am - Baby Bookworms - for 0-18 months
  - May 15 at 7:00 pm Author Visit with Kelsey Ronan
  - May 18 4-6:00 pm Read with Therapy Dogs for Mental Health Awareness Month - partnership with CMHCM.
  - Summer Play & Learn in the Park Mecosta-Osceola Summer Playgroups 10-11:30 am from June 12-August 25
- Summer Reading 2023
  - Kickoff Park July 1 1-3:00 pm
  - Magic Show July 6 11:00 am
  - Movies in the Park July 28
  - Wizard of Oz Puppet Show at Bandshell: July 8 at 3:00 pm
  - John Ball Zoo Day August 3 11:00 am
  - PaleoJoe August 10 11:00 am
  - Movies in the Park August 18

## **7. Old/Unfinished Business**

- none

## **8. New Business**

- Lost or Damaged/Missing Pieces Policy
  - Mike Ryan motioned that the Library Board accept the Lost or Damaged/Missing Pieces Policy. Sarah Lucas supported. All members are in favor. The Lost or Damaged/Missing Pieces Policy has been accepted.
- Circulation Policy
  - Mike Ryan motioned to adopt the updated Circulation Policy. Laura Herron supported. All members are in favor. The Circulation Policy has been updated.
- Displays and Exhibits Policy
  - Sarah Lucas motioned that the Library Board accept the Displays and Exhibits Policy. Laura Herron supported. All members are in favor. The Displays and Exhibits Policy has been accepted.
- Short Takes for Trustees: What it Means to Be A Trustee
  - Lauren Perkins has reached out a second time to the City of Big Rapids' Human Resources Department concerning insurance for board members.
  - United for Libraries - [www.ala.org/united](http://www.ala.org/united)
- Overview of Kanopy
  - The Library pays for every play.

## **9. Unscheduled Business**

- Colfax Township Library Funding Survey

## **10. Public Comment**

- none

**11. Next Meeting**

- The next meeting is scheduled for Thursday, June 8 at 5:30 pm.

**12. Adjournment**

- Chelsea Mitchell adjourned the meeting at 6:42 pm.