

Big Rapids Community Library
Library Board Meeting Minutes
June 11, 2020

1. Call to Order

- The Library Board Meeting was called to order by Catherine Johnson at 5:33pm.
- Board Members in attendance: Catherine Johnson, Sharon Kuhn, 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 (Neighborhood Services Director)

2. Reading and Approving of May Minutes

- The May 2020 Board Meeting Minutes were reviewed. The report required a few technical corrections but no change to content.
- Beth Schoenlein motioned to approve May Minutes. Sharon Kuhn supported. All members in favor. Minutes were approved.

3. Correspondence and Communication

- The Library received a thank you letter from the Mecosta/Osceola Conservation District for letting them hold their Native Plant Sale in the Library's park.

4. Public Comment

- None

5. Financial Report

- The City of Big Rapids has adopted the Library's budget for the 2020-2021 fiscal year. There was a slight increase in the budget for books, eBooks, and audiovisual items.
- Jennifer Njenga motioned to approve the Financial Report. Sharon Kuhn supported. All members in favor. Financial Report was approved.

6. May Statistics Report

- Numbers on physical items are non-existent due to COVID-19 closing.
- Circulation numbers for all digital content were up.

7. Library Director's Report

Provide quality information

- Publicized our digital collection
- Obtained free access to Tumblebooks
- Shared booklist and other online resources on social media
- Received \$8000 for materials from the Friends of the Library

Assured equal access to all materials using appropriate technologies

- Library lobby pick-up services initiated on Monday, June 8th

Other projects

- Major weeding and shifting projects
- New page staff training: Daniel West and Aidan Reynolds
- Cleaning the library; including library picture books
- NNLM Human Genetics Film Kits Award

- Bookapalooza – still waiting on the books to be delivered

Upcoming Events

- In person programs are canceled until further notice
- Summer Reading Program is online only.
- MEL will be operational after June 15th
- CompuGirls – working to make this virtual
- Dr. Mona will be having a virtual book discussion on July 27th

8. Old (Unfinished Business)

- DNR Grant – still no update.

9. New Business

- Reopening Policy
 - No set date for transitioning into Phase Two
 - Adjust Phase Two to limit computer usage to appointment only.
 - Sharon Kuhn motioned to approve the Reopening Policy with the revision stated above. Jennifer Njenga supported. All members in favor. Motion was approved.
- Meeting Make-Up Schedule
 - The Library Board will add a meeting in July to make the required nine meetings in a year; stated as necessary in the Library Board policy.

10. Unscheduled Business

- The Library Board would like to recognize Mae Emerson for her two terms of service on the Library Board. They chose to have a book purchased and donated to the Library in Mae's name.

11. Next Meeting

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

12. Adjourned

- Catherine Johnson adjourned the meeting at 6:03pm.