

**Big Rapids Community Library
Library Board Meeting Minutes
June 12, 2018**

The Library Board meeting was called to order by M. Emerson at 4pm.

In attendance: Catherine Johnson, Mae Emerson, Alma Wortley, Sharon Kuhn, Beth Schoenlein, and Chris Cook, Assistant Library Director.

March 2018 minutes were still unavailable to review and will be approved at a subsequent meeting. (Miriam has not provided this document to us yet.)

May minutes were reviewed and approved as presented.

Correspondence and Communication – The response to a Letter of Reconsideration from a patron on a book to be removed from the Teen collection (P.S. I Miss You, by Jen Petro-Roy) was reviewed by the Board Members. Chris was given the approval to have the library's response letter mailed to patron. (As noted in previous month, the Board does not recommend removing the book from the library's collection.)

Public Comment – None.

Financial Report and Approval of Expenditures-

April and May Revenue and Expenditure Report – Library

These reports were not provided because they have not been completed. Chris suggests that a review of the city's report provides adequate information until the detailed spreadsheet can be finished.

May Revenue and Expenditure Report – City

The Revenue and Expenditure Report was reviewed by the board.
The city's financial report was accepted by the Board.

Circulation and General Statistics

The circulation and general statistics were reviewed.

Director's Report June 2018–Submitted by Chris Cook, Library Assistant Director on behalf of Miriam Andrus

The mission of the Big Rapids Community Library is to provide quality information and assure equal access to all materials using appropriate technologies. The Big Rapids Community Library staff is working together to accomplish the library's mission.

Provide Quality Information:

- Summer Reading webpage went live 6/11/2018.
- Summer Reading flyers were distributed to the schools, including the high school in each student's report card.
- Banners were hung in Anna Howard Shaw Memorial Park to draw attention to the park plan.
- 2nd grade classes from Riverview visited the Library.

- 4th grade classes from Riverview visited the Library.
- High school book club had their monthly meeting with Tirzah as moderator.
- Summer Reading flyers went out with the city water bills.
- Magnets with the Library's hours were ordered and are being distributed.
- Scholastic Book Fair started 6/11/2018.

Assure equal access to all Materials Using Appropriate Technologies

- Acting as the hub for Community Garden Box sign-ups.
- Chris will be teaching computer classes at Senior Enrichment Day.

Things which are noteworthy

- Summer Reading kick-off is Friday June 15th from 11am-2pm.
- Many Summer Reading programs are coming up including outdoor movies, a teen pride party, guitar lessons, mobile zoo, etc.
- Emalie has created several banners for Library marketing.
- Mural has been sealed; waiting for it to be hung on the front of the building.
- The Library will be at the hospital block party.
- The Library will be at the school lunch program throughout the summer.
- Phelps Libraries will be placed in the next two weeks.
- The Library is getting a coffee cart for public use.

Other Projects Include:

- PayPal or other credit card accepting program.
- Roof bid, to happen in the Spring.

Old Business-

Anna Howard Shaw Memorial Park update- Water line and hydrants are still pending work by the City. To install the fence, the specs will have to be finalized and installation would be ordered after other large scale work, requiring big equipment, is completed. For purchase of any equipment or play nodes for the literacy playground the Board and the Friends of the Library are waiting for Miriam Andrus's update. The hammock posts and benches that will be made by Hamtech, were expected to be in the park this year.

LSTA Grant. Miriam is the administrator of this grant that will include the book/story walk being installed not only in the Anna Howard Shaw Memorial Park, but those installations temporarily posted at downtown events and the October Waterways exhibition/program.

New Business – None.

Unscheduled business – None.

M. Emerson adjourned the meeting at 4:45pm. Next meeting, Tuesday, August 14, 2018

Respectfully Submitted, Chris Cook, Library Assistant Director