

Library Board Minutes 2/18/2025

Call to Order : 6:33

Cheryl – Present

Zakiya - Present

Ken - Present

Leslye - Present

Hilery - Present

Noson – Present

Shaun – Not present

Public Comment – 3 minutes maximum

No public present. Topic of public comment discussed. Suggestion to move under approval of agenda or approval of Minutes.

Approval of Agenda

Motion by Zakiya

Second by Cheryl

Approval of Dec 17, 2024, Meeting Minutes

Motion by Zakiya

Second by Cheryl

City Manager's Report - None

Treasurer's Report

Motion to accept Dec for 3531.70

Made by Hilery

Second by Zakiya

Roll Call Vote:

Noson – Y

Cheryl – Y

Ken – Y

Zakiya – Y

Leslye – Y

Hilery – Y

Motion to accept Jan for 18502.80

Made by Hilery

Made by Zakiya

Roll Call Vote:

Noson – Y

Cheryl – Y

Ken – Y

Zakiya – Y

Leslye – Y

Hilery – Y

Library Director Report – Kimberly Schaaf

Events / Library Happenings / Dec – Jan - Feb Incidents

Events:

- January exhibit and talk by the Automotive Hall of Fame on Innovative African American leaders in the automotive field. January 28 / 6:30
- February 21 – party for Langston Hughes based on the picture book by Jason Reynolds / partnering with Center for Success Network.
- Technology instruction classes: iPhone, Android coming in March
- Puzzle contest sponsored by Friends of the Library in January went well
- History helpers will start in March with the goal of identifying information in photos (Feb cancelled due to bad weather).
- Participated in WinterFest Jan 26
- Youth vision screening in March (with Lions partnership).
- Weekly parent playgroup starting in Feb in youth area.
- March 9 / Hosting a nonprofit youth dance group to perform The Giving Tree based on the book.
- Bag-of-Books sale for Friends March 3 – 9.
- DIA field trip on March 23

Library / Building Happenings:

- We are learning from Library of Michigan how to upload historic photos in database to make them accessible. Alexis Ford is leading the project.
- Dog inspections continue according to PM plan; No findings.

Staff-Related News:

- Two new PT clerks being hired to fill in some scheduling gaps.
- One new PT librarian has joined us to fill scheduling gaps.
- Interviewed for Community Services and Reference Manager on 2/14/25
- Mayor Pro Tem Whitehead re-appointed to library board on Feb 17 City Council.

Incidents:

- One instance of a formerly suspended and returned patron monopolizing staff time in December. Warning regarding our policies was given.
- Same formerly suspended patron returned and demonstrated a violation of policy regarding staff, again. Patron was given a secondary warning. Has not returned.

Statistics – Not presented

Committee Reports – Strategic Goals Committee - Tabled

Old Business

Afterschool Safety: No incidents to report. Ken brought up Warren Library's press coverage on afterschool teens and homeless population.

Website / Logo – Tabled

CIA Capture – Discussion about CIA Board's vote to not repay the money incorrectly taken in the past from the library budget. Library Board generally felt money should be repaid if it was incorrectly taken and the City Attorney's had recommended it be repaid; discussed requesting it in increments over years to diminish the impact on the CIA budget. A desire to maintain good relations with the CIA board remains a priority. This led to discussion about the impact a request would have on relations.

New Business

LEO Grant – Applied January 2025 for \$810,000 from the department of labor and economic development. Kimberly applied for the grant in the name of the City for the single purpose of renovating rooms 1-4 into library dedicated programming space when the rec center is demolished. The money was mostly dedicated to the infrastructure construction it would take to re-route HVAC, knock down or build walls, doors, flooring, etc. Additionally, the money would potentially pay for a staff member to assist with extra programming, tables, chairs, and tech needed for programs.

Budget Review / FY25-26 – Discussed budget goals for the furniture it would take to continue with the renovation plans. Discussed estimated cost of replacements and its impact on budget. Fund balance was discussed and examined.

Friends of the Library Report – Bag sale at the beginning of March. Larger traditional sale in May. The Friends are suffering on membership numbers and number of people that are involved. Planning a volunteer round-up event on May 8th in hopes that all members can get together in person and interested volunteers can come.

Adjournment

Moved at 7:51 by Zakiya

Second by Noson