

Harper Woods Public Library
Board of Trustees
January 21, 2021

1. Call to Order at 7:04 PM by Frank Sosnowski.
Introductions: President Frank Sosnowski, Harper Woods
Vice President, Eric Walton Harper Woods
Treasurer Mary Beth Kane, Harper Woods
Trustee Elizabeth Campion, Harper Woods
Trustee Veronica Salciccioli, Harper Woods.
Director Kristen Valyi-Hax, Harper Woods
2. Approval of Agenda: Eric Walton made a motion to approve the agenda, seconded by Elizabeth Campion. Voice Vote: Veronica Salciccioli—Aye, Elizabeth Campion—Aye, Mary Beth Kane—Aye, Eric Walton—Aye, Frank Sosnowski—Aye
3. Approval of Minutes: Mary Beth Kane made a motion to approve the agenda, seconded by Veronica Salciccioli. Voice Vote: Veronica Salciccioli—Aye, Elizabeth Campion—Aye, Mary Beth Kane—Aye, Eric Walton—Aye, Frank Sosnowski—Aye
4. Reports:
 - A. Board President’s Report: In lieu of visits, Frank Sosnowski has been calling the library weekly and speaking with the director. All is well.
 - B. Treasury Report: Submitted on paper. The final bills from 2020 are trickling in. Kristen Valyi-Hax has been working on spending the funds from the bequest by updating juvenile non-fiction. It will be an ongoing process to make sure out of date books are replaced with updated choices.
 - C. Staff Reports: Submitted on Paper. The Adult book club zoom meetings should begin at the end of January. Eric Walton asked if any employees were working from home—not at this time are any city employees working from home. Veronica Salciccioli asked for clarification about presenting a library card for curbside pickup. The card number needs to be used to place the hold and check the item out over the phone, but not at actual pick-up.
5. Old Business
 - A. Fire Alarm: Detroit Fire Company has not returned Kristen Valyi-Hax’s calls to schedule installation. The building security has now connected the library to city and police. The staff are getting used to carrying a security key fob.
 1. The library was presented with a \$2500 bill from Simplified Business Solutions. It will be paid by the city as this was an unexpected expense, not within the library budget.
 - B. COVID-19: In the past month Kristen has attended three library director meetings with directors from Suburban Library Cooperative, the Detroit Suburban Library Round Table, and the entire state. As the state re-opens for in-person dining on February 1, there is much agreement that libraries should follow suit. The restrictions

previously established regarding shortened stays in the library, social distancing, and masks will be in place.

6. New Business

A. Library Security Fob Replacement. The new key fobs are small and potentially easy to lose. A replacement costs \$50. Mary Beth Kane made a motion that the library will reimburse an employee the cost of a security key fob the first time that becomes necessary and the employee would have to pay for any future replacement fobs, if necessary. Elizabeth Campion seconded.

Voice Vote: Veronica Salciccioli—Aye, Elizabeth Campion—Aye, Mary Beth Kane—Aye, Eric Walton—Aye, Frank Sosnowski—Aye.

B. Evaluation of Library Director. Elizabeth Campion of the Evaluation Committee summarized the key points of Kristen Valyi-Hax's self-evaluation. Kristen added that she is meeting the next day with two librarians to discuss actions in the short term strategic plan.

Frank Sosnowski asked questions relating to the purchase of new laptops. Kristen Valyi-Hax established that the library had received a grant for technology that aided library patrons, and laptops available for check-out would fit this brief.

7. Call to Board

Kristen Valyi-Hax mentioned that President Biden is calling to raise the minimum wage to \$15.00. This is not urgent but it would affect the library and city budget significantly if it came to pass.

8. Call to Public: No public present.

9. Adjournment at 8:09 pm by Frank Sosnowski.