

Library Board of Trustees Meeting
Thursday, February 24, 2022 @ 7 p.m.
19601 Harper Ave., Harper Woods, MI.

1. Call to Order by Elizabeth Campion, Board President at 7:03 pm. Present: Treasurer, Mary Beth Kane; Trustees, Veronica Saliccioli and Frank Sosnowski; Director, Kristen Valyi-Hax.
Absent: Eric Walton
2. Approval of Meeting Agenda. Motion to approve by Veronica Saliccioli and seconded by Mary Beth Kane. Motion carried.
3. Approval of Minutes December 16, 2021, with corrections. Motion to approve by Mary Beth Kane and seconded by Frank Sosnowski. Motion carried.
4. Reports
 - A. Board President's Report. Elizabeth spoke with Kristen about submitting her report on paper to include with the board packet. She also spent some time looking through the Library of Michigan's Library Board manual. Elizabeth and Frank also presented Kristen's annual self-evaluation. She listed Kristen's accomplishments and challenges for 2021, and goals for 2022.
 - B. Treasurer's Report. Kristen discussed the budget items from last year and the current year. The members of the Budget Committee discussed setting up a meeting prior to requesting a meeting with John Szymanski to discuss the library's budget.
 - C. Staff Reports. Submitted on paper. Kristen noted that she had a service technician from Greater Detroit Heating and Cooling, Inc. in to look at the library's eight HVAC units. Three of them are fine, three of them need some repairs that are addressed in a Work Order proposal, and two of them have issues that need more investigation.
5. Ongoing Business
 - A. Lower Level Update – On Feb. 16, representatives from FEMA spent most of the afternoon with Kristen looking over the lower level and listing items and parts of the building that were damaged in June 2021. They are looking at reimbursements for the damage that is not covered by insurance. Kristen also presented some updated designs by Greg Vargo. She will meet with him next Monday to go over a few more details with a view toward getting the bids prepared in a couple of weeks.
6. New Business
 - A. Report from SLC Representative. Eric Walton is Harper Woods Library's representative on the Suburban Library Cooperative Board. The question on whether to have him give a report each month was tabled since he was absent from the February meeting.
 - B. Policy and Budget Subcommittee Hearings. Kristen will send out polls to both committees to set up times for meetings.
 - C. HVAC Work Approval. Kristen submitted a work approval form from Greater Detroit Heating and Cooling to repair three of the library's HVAC units. The total price to repair these units is \$2,756.73. Mary Beth Kane made a motion to approve the work to be done

by Greater Detroit Heating and Cooling, seconded by Veronica Saliccioli. Motion carried.

- D. Public Participation Document. Elizabeth Campion created a rough draft of a document listing guidelines for members of the public to speak at library board meetings. Kristen will ask other libraries for examples. The Policy Subcommittee can discuss this at their next meeting.
- E. HW Students Receiving Library Cards. Karen Ridgeway, Early Literacy Coach for Beacon and Tyrone Elementary Schools, contacted Kristen about the possibility of HWPL allowing non-resident students to get a library card. After some discussion, the board directed Kristen to have more of a conversation with Ms. Ridgeway to iron out some more details.
- F. Trustee Manual Review (Chapter 7: Advocacy and Public Relations). The board discussed these pages and re-affirmed their dedication to promoting and advocating for the library. The library does have a Public Relations Policy, and this year might be the time to review it to ensure it is up-to-date.

7. Call to Public:

No public present.

8. Call to Board: The Board had a brief discussion about the statues formerly located at Eastland Mall. According to an email exchange that Kristen had with Councilwoman Paiz, the statues are currently be “curated” at the Detroit Historical Museum. Permanent placement hasn’t yet been determined.

9. Adjournment at 8:38 PM by President Elizabeth Campion.