

Library Board of Trustees Meeting
Thursday, March 17, 2022 @ 7 p.m.
19601 Harper Ave., Harper Woods, MI

1. Call to Order by Elizabeth Campion, Board President at 7:04 pm. Present: Vice President, Eric Walton; Trustees, Veronica Salciccioli and Frank Sosnowski; Director, Kristen Valyi-Hax.
Absent: Mary Beth Kane
2. Approval of Meeting Agenda. Motion to approve by Eric Walton, seconded by Veronica Salciccioli. Motion carried.
3. Approval of Minutes from February 24, 2021. Motion to approve by Eric Walton and seconded by Veronica Salciccioli. Motion carried.
4. Reports
 - A. Board President's Report: Elizabeth Campion attended the HW City Council Meeting. She said it was very interesting. She wanted the people of Harper Woods to know about the great resources available at the library. City Council is not responsible for delays regarding the lower level.
 - B. Financial report: The library is doing fine, although underfunded in regards to programming which is not practical. Nearly all tax revenue has been received thus far.
 - C. Staff Reports. All is well with staff. There is one possible prospect regarding a new librarian.
5. Ongoing Business
 - A. Lower Level Update – A company will bring more carpet samples on Friday. All the stairs need new threads as well and rubber stoppers. We still need to pick new colors for carpet cut outs along the stairs. Thanks to Ronna and Donna for their help with style and color. The lower level is coming along, and a rough estimate of completion would be sometime in June or July.
 - B. Policy and Budget Committee Meetings – Meeting is set. The Policy Committee will meet on March 28, 2022 at 5:30 pm. Kristen will work with the members of the Budget Committee to schedule that meeting.
 - C. Public Participation Document – It is located in the bylaws of the library board. It provides clarification on talking points and will also provide more structure. When we make the call to public that is when the public is allowed to speak. When the call to board is made that is when the board can and should respond.
 - D. Allow HW Students to get courtesy cards? Kristen included a document regarding legal population. It was based upon a population of 15,000. Also, deals with population vs. state aid in terms of courtesy cards for the library. The question was raised regarding how many students are eligible? Especially when it

comes to state aid? The courtesy card is not a traveling card. However, it would be nice to have every child have one. Kristen suggested we revisit this topic next month.

6. New Business

A. Report from SLC Board Representative, Eric Walton – Three major things came out of the Suburban Library Cooperative meeting in February: SLC is looking for a new director. The current director has been at SLC part-time for 12 years while also acting as the director of the Sterling Heights Library. SLC is also looking to for a new company to invest funds from the library. Due to the passing of Mr. Ron Black, who voluntarily invested the SLC funds, they now have to interview new fiduciary companies to take over the investments. Lastly, SLC voted to add a remote work policy to its handbook.

B. New Vacuum Cleaner –The current vacuum cleaner has broken for the 3rd time in the 6 years that Kristen has been at the library. It will cost \$375.00 to repair. It makes more sense to purchase a new vacuum, if approved by the board. Kristen presented 5 models to choose from. After some discussion, the board agreed that the updated model of the library's current vacuum would be the best choice. Veronica Salciccioli made a motion to approve purchasing a Sebo X7 with a list price of \$849 with a 10% trade-in discount as well as a 5-year warranty, seconded by Eric Walton. Motion carried.

C. Trustee Manual Chapter 8: Facilities and Technologies – The library board agreed that a plan needs to be developed to have certain maintenance tasks done regularly such as carpet cleaning, window cleaning, and landscape management.

7. Call to Public: None

8. Call to Board: None

9. Adjournment at 8:24 pm by Elizabeth Campion.