

Library Board of Trustees meeting
Thursday, April 20, 2017 at 7PM

Call to Order 7:01 PM by Board President Frank Sosnowski

Present: Board President Frank Sosnowski, Vice President Ron Kangas, Treasurer Mary Beth Kane, Trustee Elizabeth Champion, Library Director Kristen Valyi-Hax

Guest: Harper Woods Economic and Community Development Director, Ty Hinton

Absent: Trustee Eric Walton

1. Approval of Meeting Agenda: Mary Beth Kane made a motion to accept the Meeting Agenda. Seconded by Elizabeth Champion. All in favor.
2. Approval of Minutes: March 16, 2017: Mary Beth Kane made a motion to approve the Minutes with two typos corrected. Elizabeth Champion seconded the motion. All in favor.
3. Reports:
 - A. Neighborhoods Improvement Plan Presentation—Ty Hinton. The Economic and Community Development Director Ty Hinton shared the Neighborhoods Improvement Plan that was created after a series of community and task force meetings by residents of Harper Woods and the neighboring section of Detroit. In addition to the information included in the plan (submitted on paper), Mr. Hinton also shared the city has bought a 2600 square foot building on Kelly Road that will be the headquarters in ongoing efforts of community and economic development. They hope to be in the building by mid-June 2017. Board members asked Mr. Hinton what role he sees the library playing in the development. He will get back to us with greater detail in the future but education and community activities are key points of the Neighborhoods Plan and certainly an area in which the library already has made effort and will continue to do so. He especially expressed an interest in programs to develop or enhance financial literacy for all ages.
 - B. Board President's Report: Frank continues his weekly visits and finds all in order.
 - C. Treasurer's Report: Mary Beth Kane has been active in her role as treasurer, attending meetings with Kristen Valyi-Hax to better understand the library budget.
 - D. Staff Reports: Submitted on paper.
4. Ongoing Business
 - A. Strategic Planning: At the March, 2017 Board Meeting Kristen Valyi-Hax distributed copies of Strategic Plans from Michigan libraries that might help guide the Board in developing the Harper Woods Strategic Plan. The consensus is that we find the strategic plan of the DeWitt Public Library most like what we hope to create. There is a level of specificity that speaks to direct action plans.
Kristen Valyi-Hax also shared a document called Strategic Planning for Results

Service Responses that highlights 18 goals of libraries. She encouraged Board Members to prioritize the goals that best fit the needs of the Harper Woods community. She will set up meetings for library staff and members of the community which will do much the same.

5. New Business:
 - A. Carpet Cleaning—ServPro: Kristen Valyi-Hax submitted quotes from ServPro for carpet cleaning. This will use a portion of the funds on credit with ServPro
 - B. Window Cleaning—Kristen Valyi-Hax submitted quotes from ServPro for window cleaning. The quote is reasonable although ServPro will not have the ability to clean the windows above the soffits over the main staircase to the lower level.
 - C. PC Order: To upgrade some of the PCs this year will cost \$5046.84. This will be paid for from SLC Centralized Purchasing Funds. Elizabeth Campion made a motion to approve this expenditure. Mary Beth Kane seconded the motion. All in favor.
6. Call to Board: No comments
7. Public Comment: No public present
8. Adjournment by Board President at 8:28 PM