

**Harper Woods Library Board Meeting**  
**19601 Harper Woods, MI**  
**Thursday, April 18, 2024**

1. **Call to Order** by Eric Walton, Board President at 7:00 pm. Present: Vice President, Mary Beth Kane; Treasurer, Melissa Henry; Trustee, Malika Williams, Bobby D. Lewis; Director, Kristen Valyi-Hax.
2. **Approval of Meeting Agenda.** Motion to approve with amendments by Bobby D. Lewis and seconded by Malika Williams. Motion carried.
3. **Approval of Minutes:** Motion to approve minutes from March 21, 2024 meeting by Melissa Henry and seconded by Bobby D. Lewis. Motion approved. Motion to approve minutes from April 3 Policy Subcommittee meeting made by Melissa Henry, seconded by Malika Williams. Motion carried.
4. **Reports**
  - A. **President's report:** Eric Walton has been talking regularly to Kristen about ongoing issues in the library. The lower level is looking good, and things are moving.
  - B. **Treasurer's report:** The Budget Subcommittee met and came up with some questions. Kristen will finalize the list and forward them to the city's attorney and the interim City Manager.
  - C. **Suburban Library Cooperative Representative Report** – Eric did not attend the March SLC Board meeting due to attending the Library Board meeting.
  - D. **Staff report** – Given on paper. Kristen noted that the library has selected Saturday, September 28 for the 60<sup>th</sup> Anniversary celebration.
5. **Ongoing Business**
  - A. **Lower Level Update** – Kristen is waiting for the cleaning to be completed and for the telephone to be repaired in the elevator before opening the lower level.
  - B. **Teen Area Electric Fixture** – Kristen met with Chris from Safety One Electric and is working to get a date selected to get started.
6. **New Business**
  - A. **Library Speaker Repair** – The library staff discovered after purchasing a new microphone from Abel Electronics that not all of the ceiling speakers were working correctly. Abel Electronics came out to investigate. A quote was attached to replace 15 ceiling speakers. The library board instructed Kristen to get additional quotes since the price of repair was just over \$3000.
  - B. **Library Board Responsibilities Clarification** – The board discussed the questions that the Budget Subcommittee came up with and clarified them. Kristen will send them to the city attorney and the Interim City Manager.
  - C. **Review and Adopt Revised Policies**– The Board Policy Subcommittee met on April 3, 2024 and April 18, 2024 (just before the regular Board Meeting) to review and revise

several policies that have not been looked at in some time. The policies include the following:

- Supervision of Children Policy
- Internet/General Computer Access Policy
- Computer Use Policy
- Computer Use Procedures
- Library Card Eligibility and Use Policy
- Patrons without Library Cards Policy
- Harper Woods Public Library Schedule of Fees

The Board was given a chance to ask question and seek clarifications of these policies. Eric Walton made a motion to approve these policies, seconded by Malika Williams. Motion carried.

7. **Call to Public** – Dawn Drozd passed out flyers for an upcoming event called Assessing Risks to American Democracy. It is sponsored by the League of Women Voters and will be held Wednesday, May 8 at 7pm at the Grosse Pointe United Methodist Church.

Suzanne Kent asked if the library could advertise the lower level was reading by having a celebration during the Summer Reading Program kickoff. She also asked if the cleaning and sanitizing the carpet was the same thing.

8. **Call to Board** – Eric Walton asked if it would be appropriate to have a representative from the Kidney Foundation appear to the Board to make a short presentation about how the Foundation and the library can work together.

Mary Beth Kane thanked the Policy Subcommittee for their work. She said that her main concern is the lower level, and maybe a small celebration can be held in conjunction with the Summer Reading Program starting.

Melissa Henry asked for a copy of flyers.

Bobby D. Lewis recognized the work of the committees and was appreciative that the Board Packet's pages were numbered.

9. **Adjournment** – Meeting adjourned at 8:16 pm.