

**Library Board of Trustees Meeting**  
**Monday, May 26, 2020 @ 1:00 p.m.**

1. Call to Order at 3:04 PM by President Frank Sosnowski. Present: Frank Sosnowski, Treasurer Mary Beth Kane, Trustees Elizabeth Campion and Veronica Salciccioli, Library Director Kristen Valyi-Hax.  
Absent: Vice President Eric Walton
2. Approval of Meeting Agenda: Mary Beth Kane made a motion to approve the agenda, seconded by Elizabeth Campion. Voice vote: Frank Sosnowski Aye, Elizabeth Campion Aye, Mary Beth Kane aye, Veronica Salciccioli aye.
3. Approval of Minutes: April 27, 2020 Typos were noted in sections 4.D and 4.E and these items were mislabeled in the minutes. Mary Beth Kane made a motion to approve the minutes with those corrections. Veronica Salciccioli seconded. Voice vote: Frank Sosnowski Aye, Elizabeth Campion Aye, Mary Beth Kane aye, Veronica Salciccioli aye.
4. Reports
  - A. Board President's Report: No president's report
  - B. Treasurer's Report: No treasurer's report but Kristen Valyi-Hax suggested inviting John Szymanski to the next Board meeting.
  - C. Staff Reports: President's Report submitted on paper. A staff member expressed the concern about stagnant water in the library causing a Legionnaire's disease outbreak. The director checked into it and while it seems unlikely, there is no way to know without testing so Kristen Valyi-Hax is checking into the cost of testing. No other staff reports submitted.
5. Ongoing Business
  - A. COVID-19 Kristen Valyi-Hax is working on a curbside pickup plan and ordering necessary supplies to keep staff and patrons safe. She also proposed creating a Reopening Policy to demonstrate steps necessary for reopening safely, and in stages.
6. New Business
  - A. Modernistic Cleaning: The library carpets and upholstery are overdue for a cleaning. Kristen Valyi-Hax would like to add a sanitizing clean to the work Modernistic does. Mary Beth Kane made a motion to approve a cleaning budget of up to \$2500 for Modernistic to do this work. If they cannot do it for that price the director will return to the board to discuss options. Veronica Salciccioli seconded this motion. Voice vote: Frank Sosnowski Aye, Elizabeth Campion Aye, Mary Beth Kane aye, Veronica Salciccioli aye.
  - B. State Aid and Penal Fines: The library has received their first State Aid check for 2020. There is indication from the Library of Michigan that there may not be a second check this year due to projected state budget shortfall. There may also be a reduction in Penal Fines due to reduced traffic.

- C. CARES Act Grants: There are two grants available to help libraries during the time of COVID-19. The first would be for \$500 to purchase PPE for staff. The second is called the Digital Inclusion Grant. If selected, it would give the Harper Woods Library up to \$3000 to spend on digital access equipment to help Harper Woods Library patrons.
- D. Summer Reading 2020: There will be no in-person programming during the summer. The library will provide virtual storytimes, book groups, and cooking demonstrations among other possibilities.
- E. Meeting Next Week? To focus on the Reopening Policy Kristen Valyi-Hax will create a rough draft for the library board. The board will meet (virtually) on June 3 at 3pm to discuss and potentially approve the Reopening Plan.
7. Call to Board: Mary Beth Kane expressed concern with people who are not taking the Stay at Home order, and Social Distancing guidelines seriously.
8. Public Comment: Ronna Gillis and Suzanne Kent shared concerns regarding city employees making use of the library while it is closed. Kristen Valyi-Hax indicated that she had given limited permission for a couple of meetings to be held there. The staff members indicated that the city has held undisclosed meetings including use of library facilities and staff area without additional disinfecting measures. Camille Brewer further expressed concern that other city employees will feel freedom to make frequent use of the library even after it is reopened. She is also worried about potential budget cuts that would severely hamper the library's ability to serve the city residents.
9. Adjournment: 4:12 PM by Frank Sosnowski.

cc: Members, City Administrator  
File  
Post

Submitted by:  
Frank Sosnowski, President  
B. Kristen Valyi-Hax, Director

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