

Harper Woods Public Library Board of Trustees
November 19, 2020

1. Call to Order at 7:01 pm by Frank Sosnowski, Board President. Present: Vice President Eric Walton, Treasurer Mary Beth Kane, Trustees Elizabeth Campion and Veronica Salciccioli, Director Kristen Valyi-Hax.
2. Approval of Agenda. A typo on item 6.C was noted and corrected. Mary Beth Kane then made a motion to approve the corrected agenda. Seconded by Veronica Salciccioli. Voice Vote: Elizabeth Campion-aye, Eric Walton-aye, Frank Sosnowski-aye, Veronica Salciccioli-aye, Mary Beth Kane-aye. Motion Carried.
3. Approval of Minutes from October 15, 2020 Meeting. Typos noted in section 6.B and 6.D. Motion to approve corrected minutes by Mary Beth Kane, Seconded by Veronica Salciccioli. Voice Vote: Elizabeth Campion-Aye, Eric Walton-aye, Frank Sosnowski-aye, Veronica Salciccioli-aye, Mary Beth Kane-aye. Motion Carried.
4. Reports
 - A. President's Report: Frank continues to visit and he is particularly pleased with the efforts on the youth area to update the collection and to create the Story Walk.
 - B. Treasurer's Report: Submitted on paper
 - C. Staff Reports: Submitted on paper. Kristen Valyi-Hax noted that Mary Kingston and her husband donated a generous portion of their time to tidy the library landscaping and garden work. She will send a letter thanking them for their efforts.
5. Ongoing Business
 - A. Short-Term Strategic Plan: The plan is an adaptation of the long-term plan for the current situation of a global pandemic. Frank Sosnowski made a motion to accept the written plan until such time as the pandemic is over. Elizabeth Campion seconded. Voice Vote: Elizabeth Campion-Aye, Eric Walton-abstain, Frank Sosnowski-aye, Veronica Salciccioli-aye, Mary Beth Kane-aye. Motion Carried.
 - B. Hiring new librarian and page. The current staff does not feel overburdened and these are trying times in which to hire and train new staff. Therefore the decision was made to table new hiring at this time.
6. New Business
 - A. Fire Alarm. Current inspection discovered that the when triggered, the fire alarm does not automatically notify the fire station, only the alarm company. Submitted on paper is an estimate to rectify and then maintain the alarm. Veronica Salciccioli expressed that the cost seemed high. At this time Kristen Valyi-Hax will attempt to get another quote on the work, and the board will table the issue until after there is more information to discuss.
 - B. 2021 Budget: At this time it looks promising and Kristen Valyi-Hax is particularly pleased that the professional/contractual allotment was increased.
 - C. Closed Dates for 2021. Submitted on paper. Mary Beth Kane made a motion to approve the closed dates, seconded by Frank Sosnowski. Voice Vote: Elizabeth

- Campion-Aye, Eric Walton-aye, Frank Sosnowski-aye, Veronica Saliccioli-aye, Mary Beth Kane-aye. Motion Carried.
- D. Covid-19 Update: Discussion about whether the library should return to curbside service to keep staff and patrons safer based on the current rise in Covid-19 numbers. Frank Sosnowski made a motion to return to curbside from November 23 through January 6. Eric Walton seconded the motion. Voice Vote: Elizabeth Campion-Aye, Eric Walton-aye, Frank Sosnowski-aye, Veronica Saliccioli-aye, Mary Beth Kane-aye. Motion Carried.
7. Call to Board:
- A. Frank Sosnowski reminded all Board Members that we will vote for officers in December. He also reminded the Board would like Kristen Valyi-Hax to write the library highlights for 2020 for the December meeting, and her self-evaluation for the end of January, 2021.
- B. Mary Beth Kane asked Kristen-Valyi-Hax about notification for the return to curbside service. Kristen Valyi-Hax said she will notify staff, city staff, and then the public. The public will be notified through the library Facebook, website, email, and the newsletter and there will be signage on the library.
8. Call to Public: no public present
9. Adjourned at 8:18 pm by Frank Sosnowski.