

Harper Woods Library Board Meeting
19601 Harper Woods, MI
Thursday, November 16, 2023

1. **Call to Order** by Eric Walton, Board President at 7:01 pm. Present: Vice President, Mary Beth Kane; Treasurer, Veronica Salciccioli; Trustee, Melissa Henry; Director, Kristen Valyi-Hax.
Absent: Malika Williams
2. **Approval of Meeting Agenda.** Motion to approve by Mary Beth Kane and seconded by Veronica Salciccioli. Motion approved.
3. **Approval of Minutes:** Motion to approve minutes from October 26, 2023 meeting by Veronica Salciccioli and seconded by Mary Beth Kane, with corrections. Motion approved.
4. **Reports**
 - A. **President's report:** Eric thanked everyone for their help passing the millage. Whether they passed out signs, put signs up on their lawns, or stood outside polling locations, all of these efforts helped to pass the millage with 80% approval.
 - B. **Treasurer's report:** The board reviewed the Revenue and Expenditures report. One question was raised if items in the 271-790-801-000 (Professional Contractual) line item should have applied to of 271-267-930-000 (Repairs and Maintenance) instead. Melissa Henry asked if it is correct that the library only spent \$149 on teen programs in 2023, and Kristen stated that this is correct.
 - C. **Suburban Library Cooperative Representative Report** – Eric did not attend the SLC Board's October 26 meeting since there was a library meeting on that date. He has been selected to be the Chairperson effective 10/26/23.
 - D. **Staff report** – Given on paper.
5. **Ongoing Business**
 - A. **Lower Level Update** – Kristen reported that on November 4 she held a Volunteer/Staff day to work organizing the lower level. Thirteen volunteers and four staff members worked for approximately 3 hours to organize, label, and shift items around. They discovered that all of the yearbooks had been destroyed and needed to be discarded. They all had significant water damage and many had pages that were stuck together, making it impossible to flip through the books. She reported that the women's room toilet is not running well; she will contact a plumber to fix it. She also noted that she invited Jim LaPalm from the Building Department to look at the work on the lower level with her and Ronna Gillis. They pointed out many concerns. Jim will work with them to get a punch list to Jarvis to get everything completed to the library's satisfaction.
 - B. **2023 Millage** – The library board is delighted that the millage passed with a high approval rate of 80%. Because this is a renewal, there is not an increased budget. The library will continue its dedication to serving the local residents.

C. Teen Area Electric Fixture – There is no update on this. Kristen will reach out to the electric company she found later this month.

6. New Business

A. 2024 Closed Dates – Kristen distributed a suggested list of closed dates for 2024. It is similar to the dates for 2023. Veronica Saliccioli asked if closing at 5pm on the Wednesday before Thanksgiving gives enough time for the staff. Kristen stated that this is the time that the library has traditionally closed to give staff the evening to get ready for the holiday. Eric Walton made a motion to approve the closed dates for 2024, seconded by Mary Beth Kane. Motion carried.

7. Call to Public – Mary Ann Fortunate passed out a glossy post card from Grosse Pointe Public Library that she received in the mail. She has talked with Kathleen Carlson about reviving the Friends of the Library.

Suzanne Kent spoke about low program expenses and how she buys from Oriental Trading since they have inexpensive crafts. She works really hard to stretch the programming budget. She also stated that the yearbook collection was a donation. They were the first items to be removed from the lower level when the flood and happened and they were the last items to be returned. She can put out a call to the community for replacements. Next year is the library's 60th Anniversary and two years after that is the city's 75th Anniversary. She also expressed frustration with the lack of craftsmanship in the work done in the lower level.

8. Call to Board – Veronica Saliccioli announced that she was resigning from the Library Board after the December 2023 meeting due to being busy in her personal life. She wishes all the best to the library board.

Eric Walton thanked Veronica for her work on getting Student Courtesy Cards passed. All the board members wished Veronica all the best.

Mary Beth Kane wishes all the attendees a Happy Thanksgiving and thanks them for their help getting the millage passed.

9. Adjournment – Meeting adjourned at 7:57 pm