

Harper Woods Library Board Meeting Minutes
19601 Harper Woods, MI
Thursday, November 21, 2024

1. Call to Order by Vice-President, Mary Beth Kane at 7:02 pm. Present: Trustees, Malika Williams, Makenna Holman; Trustee, Bobby D. Lewis. Interim Director, Sue Todd.
Absent: Eric Walton

2. Approval of Meeting Agenda. Motion to approve by Makenna Holman, seconded by Bobby D. Lewis. Motion carried.

3. Approval of Minutes: Motion to approve minutes from October 17 meeting by Makenna Holman, seconded by Malika Williams. Motion carried.

4. Reports

A. President's report: No report. Vice-President, Mary Beth Kane mentioned that she got positive feedback about the library.

B. Treasurer's report: Submitted on paper.

C. Suburban Library Cooperative Representative Report – No report

D. Director's report – Raises for Kent and Gillis were discussed. Board is in agreement that raises should be given. Lower Level Men's restroom got a new lock and key so staff can get access in the event someone locks themselves in. Lower level phones: Three were missing. Purchased one new phone and took another phone that was not being used and placed in youth services area. HVAC. Computer program that controls heat is not working properly. Will look into getting this fixed. Friends of the Library had an Artisan's Market and Book Sale, which was a success. Programs: Tree lighting craft brought in many residents. MiLibrary program. Todd explained how the program would benefit our patrons. Mary Beth Kane motioned that the library should join this program. Malika Williams supports. Motion carried.

5. Ongoing Business

A. Library Board Responsibilities Clarification Tabled until the January meeting.

B. Elevator Tabled until the January meeting.

6. New Business

A. 2025 Closed Library dates were passed out.

B. Penal Fines The way penal fines in Wayne County were calculated in the past was incorrect. After noting the error, Michigan Library Association worked to correct the situation. This year the library received a check for \$13,788 which was significantly up from the previous year, \$9,593.

C. Library IQ – This is a new tool for us to use to analyze our collection needs to give us a better idea of how to serve our resident.

D. Millage Todd wanted clarification on the recent millage and wondered about the possibility of asking for a partial mill in the future.

E. Applications: Board received copies of applications for a permanent director. Will discuss more thoroughly at the next meeting.

7. Call to Public – None

8. Call to Board – Mary Beth Kane reminded us that the Board will vote for officers at the next meeting. Also, December will be Malika's last meeting.

9. Adjournment – Meeting adjourned at 8:13 pm.

Respectfully submitted by Sue Todd