

Roseville Public Library Commission  
Regular Meeting  
August 10, 2015  
Minutes

I. CALL TO ORDER

The meeting was called to order by Chairman Charlene Van Marcke at 6:30 p.m. in the Conference Room.

Present: Commissioners Phyllis Reneau, Cara Tonn, Charlene Van Marcke, and Director Jacalynn Harvey

Absent (excused): Pat Chownyk

Recording Secretary: Cara Tonn

II. DISPOSITION OF MINUTES

Motion by Commissioner Van Marcke supported by Commissioner Reneau to accept the Minutes of the regular meeting of May 11, 2015.

**MOTION CARRIED UNANIMOUSLY**

III. HEARING OF THE PUBLIC

None.

IV. REPORT OF THE LIBRARIAN

1. Library Update.

- a. The Library will be closed on Friday, August 21, 2015 for Staff Development and Monday, September 7, 2015 for Labor Day.
- b. Wayne State University is in partnership with the Detroit Area Library Network and the Suburban Library Cooperative to offer \$6,000 scholarships to employees of libraries within the two cooperatives who are pursuing their MLIS degrees. The scholarships give students \$1,000 per semester over six semesters.

2. Library Programs/Classes.

- a. Book Discussion: *The Kitchen House* on September 3.
- b. Library Lab: OverDrive/Zinio/Freegal and basic computer, tablet and Microsoft Office assistance will be offered by the librarians and a volunteer four times each month.

- c. Adult/Teen Program: Exploding Watercolors, August 13 and Club Bead August 20.
  - d. Summer Reading Program.
- 3. Library Statistics.
- 4. Friends of the Roseville Public Library.
  - a. Friends 40<sup>th</sup> Anniversary Open House, July 23.
  - b. Friends annual donation to the library. The donation totaled \$4,000 and will fund furniture reupholstering; iPads; books in the 600s, 300s and Urban Fiction; Fall Friends Week; Spring National Library Week; and other miscellany.
  - c. Spring Cleanup in the Sundial Garden will take place on May 22.
- 5. Roseville Historical and Genealogical Society.
- 6. Budget and Bills.
  - a. New Budget.
  - b. Penal Fines. Penal fines were greater than estimated, \$44,753.70, when the City budgeted \$38,200.
  - c. Replacement of staff computer.

Motion by Commissioner Tonn supported by Commissioner Reneau to authorize the replacement of one staff computer at a cost of \$784.68.

**MOTION CARRIED UNANIMOUSLY**

- 7. Other Items.
  - a. Floyd Lyell, the Urban Fiction vandalizer, has been barred.
  - b. Library flyers have been updated.
  - c. "In the Back of the Bookshelf" article.
  - d. Noise complaint.
  
- V. SUBURBAN LIBRARY COOPERATIVE.  
None.
  
- VI. COMMUNICATION.  
Letter of thanks from Gleaners Community Food Bank.
  
- VII. UNFINISHED BUSINESS.
  - 1. Building Update.

- a. Per Scott Pruzinsky, quotes have been requested and the exterior windows and three interior windows will be tinted in late August or early September. This will include all exterior windows and three sets of interior windows (youth office, circulation desk, staff lounge).
  - b. Twenty-six chairs from the Youth Room were upholstered by B&D and returned to the Library.
2. Rose Fest.  
The Library will have a presence at future Rose Fests, but will not sell raffle tickets as it was not a successful money maker.
3. Patrons Owing Large Bills and Small Claims Court.  
City Attorney Tim Tomlinson sent a dunning letter to Brandi Zibulski on April 23 and there has been no response and no action from her. Due to concern about delivering a registered notification of small claims court action, this avenue will not be pursued, although Director Harvey will continue to ask the City Attorney to send dunning letters.
4. Policies.  
Commissioners received a copy of several policies for review for the next meeting.
5. Open Library Commission Position.
  - a. Letters were sent to Christine Johnson, Sandra Scott, Nancy Hartwig, Mr. and Mrs. Hrydziuszko, Nancy Schaffino-Garza, Denise Brun and Donna Boyd.
  - b. Nancy Hartwig and Anastasia Psimadas completed applications and have been invited to meet with the Commission at the August 10 meeting. Nancy Hartwig decided she'd rather continue on in her role as a volunteer in the Library Lab.
  - c. The Commission interviewed Anastasia Psimadas.

Motion by Commissioner Reneau supported by Commissioner Tonn to offer Anastasia Psimadas a position on the Library Commission.

**MOTION CARRIED UNANIMOUSLY**

**VIII. NEW BUSINESS**

1. Donations.  
In addition to a long list of other donations, Pat Eick donated four Spheros in along with hexnub covers and obstacle course for tween/teen programs, making our Library the first in Macomb County to have these robots.

Motion by Commissioner Tonn supported by Commissioner Reneau to send thank-you notes to donors.

**MOTION CARRIED UNANIMOUSLY**

2. Endowment Money Market.

Since the Endowment is not generating enough revenue through donations to warrant both a checking and money market account, and since the Endowment is paying \$25 per month in fees for the money market account through the checking account, there is the question of whether to close the money market account.

Motion by Commissioner Reneau supported by Commissioner Tonn to close the Money Market account at Comerica.

**MOTION CARRIED UNANIMOUSLY**

3. Library Credit Card.

The City is issuing a credit card to the Library for its exclusive use. It has a \$500 limit and will be held in the Purchasing Office.

IX. ADJOURNMENT

Commissioner Tonn made the motion, that having acted upon the agenda, the meeting be adjourned at 8:20 p.m. Commissioner Reneau supported the motion.

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,



Cara Tonn

Next Meeting: Monday, September 14, 2015 at 6:30 p.m. Endowment and Commission Meetings