

Roseville Public Library Commission  
Regular Meeting  
December 9, 2013  
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

Public: None

Recording Secretary: Cara Tonn

II. DISPOSITION OF MINUTES

Motion by Commissioner Reneau supported by Commissioner Van Marcke to accept the Minutes of the regular meeting of November 11, 2013.

**MOTION CARRIED UNANIMOUSLY**

III. HEARING OF THE PUBLIC

None.

IV. REPORT OF THE LIBRARIAN

1. Library Update.

- a. Library Closing. The Library will be closed for the Christmas holiday on December 24 and 25 and the New Year holiday on December 31 and January 1.
- b. Utica Library. Utica Public Library recently cut their days from six to five, eliminating Mondays.
- c. Michigan Room. Jenny St. Onge and Bill Holleran have been working on relocating the reference materials in the Michigan Room to other areas of the Library. The Library is offering any materials it no longer wants to keep in the collection but which are still valuable to genealogists or local history buffs to the Mt. Clemens Public Library. Criteria for weeding include titles in

which the Library owns duplicate copies or items outside the scope of the Library's collection or items that are no longer current, primarily basic genealogy titles, or titles with information that is duplicated online. Amanda Itria and Jenny St. Onge are handling the circulating collection in the Michigan History Room.

Director Harvey has been working with Bill Holleran to come up with ideas for the wall where the Michigan Room reference materials are currently housed. The Library has been offered a \$1,000 anonymous donation and the director would like to use the money to turn that wall into a wall for rotating displays pertaining primarily to Roseville history. Once the materials and shelving have been removed, the director will hire Acorn to add a couple of electrical outlets using the donation from RHGS. Bill is looking into "slatwall" products to use for mounting digital photo frames.

- d. Gates. To save money, Director Harvey will ask maintenance to add some decorative "fencing" to the three open areas around the security gates.
- e. Red Cross. The Library's Erin Auditorium has been registered with the Red Cross of Southeastern Michigan to be an emergency blood donor center.
- f. Mark Louks. Director Harvey requested the Commission's approval to ban Mark Louks from the Library for violation of the behavior policy.

Motion by Commissioner Reneau supported by Commissioner Tonn to accept ban patron Mark Louks from the Library for violation for violation of the behavior policy.

### **MOTION CARRIED UNANIMOUSLY**

2. Library Programs/Classes.
  - a. Teen Programs: Mason Jar Lantern Craft on December 16 and Woven Lanyard (taught by a volunteer) on December 27.
  - b. Anime Night: *Last Exile* on January 8.
  - c. Book Discussion: *The Uncommon Reader* on December 12, and *Left to Tell* on January 2.
  - d. Adult Programs: Club Bead on December 19.
  - e. Technology Programs: Library Lab: Overdrive and Zinio, appointments from January 20 through 24.
  - f. Family Movie: *Oz the Great and Powerful* on January 3
  - g. Children's Programs: Toddler and Story Time, Session 1 begins on January 10.
3. Friends of the Roseville Public Library.
  - a. Book Sales. There will be a sale on December 12. This is the last of the monthly sales. Semi-annual sales will begin in April, and will be held over three days, April 10-12 in Erin Auditorium. Jason will recruit teens to haul books up from the basement for community service credit.

- b. Kroger Rewards. The Friends received \$467.52 from August 1-October 31 from 62 households.
  - c. DVDs. Motor City Pawn Brokers donated a large number of DVDs, which were sold near the Circulation desk for \$0.50. They said they would donate more DVDs. If they do, the Library will sell them for \$1.00 each.
4. Roseville Historical and Genealogical Society.  
Dinner. The dinner was well attended. Future programs will be listed in the Library's newsletter, which will come out at the end of December.
  5. Other Items.  
None.

V. SUBURBAN LIBRARY COOPERATIVE .

The Coop is organizing a bus to the Public Library Association meeting in Minneapolis in March. No one from the Coop is going except a few people from Clinton-Macomb, due to the expense of the trip.

VI. COMMUNICATIONS

None.

VII. UNFINISHED BUSINESS

1. Budget and Bills.
  - a. Review of Check Register, Coop purchasing.
  - b. Director Harvey requested approval to order 300 Kwik Case DVD II (gray bottom).

Motion by Commissioner Reneau supported by Commissioner Tonn to approve the order of 300 new Kwik Case DVD II (gray bottom) media cases.

**MOTION CARRIED UNANIMOUSLY**

2. Drafts of Legal Documents  
Anne Seurynk sent updated documents (the changes the Commission approved), and Director Harvey will review.
3. Electrical Work and Computer Move. The electrical work is complete. The computers will be moved over December 17-19.
4. Personnel Update.  
Pages. Director Harvey is interviewing Page applicants and is on the lookout for someone who might also make a good Clerk. She also heard positive feedback from the City Manager about hiring interns.

5. Statistical Reports  
Director Harvey is working on State Aid and DSLRT.
6. Zinio Online Magazines  
The Coop has rolled out Zinio Online Magazines. The Library will do tutorials in January.

VIII. NEW BUSINESS

1. Other Items.  
Data Lines. Certain patrons continue to open the floor receptacles in order to access electrical outlets. They have to pull the data lines out of the way to get to the outlets. Director Harvey, the Commission and Acorn will try to brainstorm a solution the this problem.
2. Donations.  
Commissioner Tonn made the motion to accept the donations and send acknowledgements. Commissioner Reneau supported the motion.

**MOTION CARRIED UNANIMOUSLY**

IX. ADJOURNMENT

Commissioner Tonn made the motion, that having acted upon the agenda, the meeting be adjourned at 7:32 p.m. Commissioner Reneau supported the motion.

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,



Cara Tonn

Next Meeting: Monday, January 6, 2013 at 6:30 p.m.