

Roseville Public Library Commission
Regular Meeting
January 13, 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 Pat Chownyk, Phyllis Reneau, Cara Tonn, Charlene Van Marcke, and Director Jacalynn Harvey

Public: Joan Logghe

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 December 9, 2013.

MOTION CARRIED UNANIMOUSLY

III. HEARING OF THE PUBLIC

None.

IV. REPORT OF THE LIBRARIAN

1. Library Update.

The Library closed early on Monday, January 6 and Tuesday, January 7 due to inclement weather. The Library closed early again on Monday, January 13 and will remain closed on Tuesday, January 14 due to issues with the building's boiler.

2. Library Programs/Classes.

a. Teen Programs: Open Gaming Night on January 27; Craftstravaganza on February 3.

b. Anime Night: *Pumpkin Scissors* and 2nd Cosplay Contest on February 5.

c. Book Discussion: *1984* on February 6.

d. Adult Programs: Club Bead on February 16; Affordable Care Act Presentations on January 22 at 1 and 5 p.m. The 5 p.m. session will feature Rep. Sander Levin.

- e. Technology Programs: Library Lab: Overdrive and Zinio, appointments from January 20 through 24.
 - f. Children’s Programs: Toddler and Story Time, Session 1 begins on January 10.
3. Friends of the Roseville Public Library.
 - a. AWE Early Literacy Computer. This all-in-one monitor/pc unit was purchased in a group purchase by the state with a donation from the Friends. As it is an all-in-one unit, it is easier to steal. Director Harvey has purchased some special locking cables to secure it.
 - b. Book Sales. Semi-annual sales will begin in April, and will be held over three days, April 10-12 in Erin Auditorium. The Friends are getting organized for the sale.
 4. Roseville Historical and Genealogical Society. “Rosie the Riveter” program on January 21.
 5. Budget and Bills. On track.
 6. Other Items. None.

V. SUBURBAN LIBRARY COOPERATIVE.

Director Harvey met at the Director’s Meeting. The Coop feels the economy is improving and State Aid will follow suit. The Coop is going to spend \$30,000-\$50,000 to outfit the libraries with new wireless routers and software – this will roll out in the spring. It is also looking into wireless printing. In addition, the Coop will update Sirsi to provide the ability to catalog materials by reading level.

VI. COMMUNICATIONS

Complimentary letter from Lorenzina Marhoff.

VII. UNFINISHED BUSINESS

1. Drafts of Legal Documents
Director Harvey is continuing to review the updated documents from Anne Seurynk.
2. Review of Library Policies.
Director Harvey work on updating library policies over the next six months for Commission discussion and approval.

3. Electrical Work, Computer Move and Furniture Move.
The electricians are finished; Director Harvey is waiting on a schematic that identifies locations of outlets and cables, etc. The electricians will need to come back to complete the Michigan Room outlets (using a \$500 donation from the Historical Society). The staff found mildew in the carpet from under the computer desks, along with extra cable.
4. Personnel Update.
Deborah Greene has been hired as a new page. The other pages have received a slight salary bump along with new responsibilities.
5. Open Commission Position.
Joan Logghe will be confirmed as a Commission member by the City Council at the end of the month.
6. New Website.
The new website, created by Pat, Amanda and Tracy, is up and running. It is being tweaked as problems crop up.

VIII. NEW BUSINESS

1. Donations.

Commissioner Tonn made the motion to accept the donations and send acknowledgements. Commissioner Reneau supported the motion.

MOTION CARRIED UNANIMOUSLY

2. Re-Laminating Tables and Counters in the Youth Room.
Jane from the city told Director Harvey to get bids for the re-lamination of various surfaces throughout the library.
3. Bylaws.
The Coop is encouraging Commissions to set a time limit for public comment at Commission meetings. The Commission decided to follow the City Council's example of a three-minute limit for initial public comment.

Commissioner Chownyk made the motion to limit the hearing of the public at Commission meetings to three minutes.. Commissioner Tonn supported the motion.

MOTION CARRIED UNANIMOUSLY

4. Closing Procedures.

In light of the recent closures due to weather and building issues, the Commission will look into creating procedures to deal with future closing issues. Director Harvey presented the Commission with a list of considerations to ponder. The Commission will discuss further at the next meeting.

IX. ADJOURNMENT

Commissioner Reneau made the motion, that having acted upon the agenda, the meeting be adjourned at 7:50 p.m. Commissioner Chownyk supported the motion.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,



Cara Tonn

Next Meeting: Monday, February 10, 2014 at 6:30 p.m.