Roseville Public Library Commission
Regular Meeting
June 9, 2010
Minutes

I. CALL TO ORDER

The meeting was called to order by Mike Keith at 6:35 p.m. in the Library Commission's Conference Room.

Present: Commissioners; Mike Keith, Pat Chownyk, Yvonne Flores, Barbara Miglio, and Director Rita Valade

Excused: Charlene Van Marcke

Public: None

Recording Secretary: Rita Valade

II. DISPOSITION OF MINUTES

Motion by Commissioner Chownyk supported by Commissioner Miglio to accept the Minutes of the regular meeting of May 12, 2010.

MOTION CARRIED UNANIMOUSLY

III. HEARING OF THE PUBLIC

None.

IV. REPORT OF THE LIBRARIAN

1. Library Update.

Materials are being reorganized in the library. The reference collection has been condensed freeing up shelving for Large Type materials. Juvenile and YA audio material has all been moved to the youth area. Computer Games and Playaways will be moved to some of the former large type shelves. Holds will be placed in the public area on the former large type units. Tammy, the library monitor, will be on medical leave for six-eight weeks. She has filed paperwork for FMLA so we will hold her position. MaryJo will take some of Tammy's hours. The library received six replacement computers and one laptop that will be installed this week.

2. Library Programs/Classes.

   a. Book Discussion. "Notes From a Small Island" will be discussed on July 1st.
   b. Family Movie. "Planet 51" on June 25th at 2:00 p.m.
   c. Teen Program – Anime: "Sword of the Stranger" on June 23th at 6:00 p.m.
   d. Summer Reading Program. Begins June 21st. Make a Splash @ the Library (kids), Make Waves @ the Library (teens) and Water Your Mind (Adults).
   e. Wetlands are Wonderful! Ages 6-12. June 22, 2010 2 pm.
   f. Picnicking with Fran Salvatore. Ages 18+. June 30, 2010 6:30 pm. Tickets are $5.00 each.

3. Friends of the Roseville Public Library

   a. Book Sales. The Sale will be Thursday, June 10th from 6:00 to 8:00 p.m., and the second Thursday of July and August at the same hours.

4. Roseville Historical and Genealogical Society
   a. Book launch: Kermit Beverly "Wartime Memories of a Tin Can Sailor." June 15th at 6 pm.

V. SUBURBAN LIBRARY COOPERATIVE

1. Board Minutes/Report: The last SLC Board meeting was May 20th. They will get an update on the Strategic Plan at their June meeting. SLC has decided to switch from OCLC to Sky River as a cost savings measure. The Board also voted to raise the price per staff user from $5,100 to $5,200 per year. Shared system quotes will be discussed at the next meeting. The attorney for SLC is contacting the head of the Department of Education for a decision regarding the part-time director of SLC.

VI. COMMUNICATIONS

None.

VII. UNFINISHED BUSINESS

1. Library Endowment. Rita was not able to schedule a meeting with Ken Prather for tonight. The Endowment current has a bank balance of $5,322.61 and a Fidelity balance of $16,882.36. The transfer from the checking to Fidelity is not

reflected in these statements. We will schedule and Endowment Meeting for September.

2. Proctoring Exams: Rita made the changes to the policy suggested at the last meeting. Barb Miglio made a motion to accept the revised policy; it was seconded by Yvonne Flores.

MOTION CARRIED UNANIMOUSLY

3. Erin Auditorium: Rita discussed the possibility of renting Erin Auditorium with Steve Truman. She gave him a copy of the policy which he will review with the City Attorney. This will be tabled until the next meeting.

4. Other: Computer Guest Card and Fax policies were distributed.

VIII. NEW BUSINESS

1. New Staff Schedules: Rita has met with Linda Melton regarding the new budget. We know that as of July 1st, our remaining clerical and one supervisory position will be eliminated. It will also be necessary to reduce part-time hours in order to comply with the amount the City has budgeted for library salaries.

2. Park and Read: The library will once again participate in the Park and Read program sponsored by the DNR in cooperation with the Library of Michigan. Passes will be available by the end of the week.

3. ILL/MelCat: At the Council meeting on June 10, 2010 the directors will discuss a recommendation to eliminate ILL service as a cost savings measure for the cooperative. If the Council and SLC Board vote to do this, we will not offer ILL. We will continue to offer MelCat and will not circulate media at this time.

4. Public Copiers: The current public copiers were purchased by the Friends and Historical Society 11 years ago. They are at the point where they are beyond repair. The Commission discussed purchasing a new copier. Rita had a quote from Ikon (who provided the current copiers and maintenance. They can supply a new copier and coin box for approximately $5,200 if we purchase it outright. They also have a lease to own program which means we would make payments for four years. Over the four year period, we would end up paying about $6,200 for the same equipment. The Commission decided that after further checking, Rita should purchase a new copier using gift funds. The copier would be the property of the Roseville Public Library and all proceeds would go directly to the library/city. Pat Chownyk made the motion; it was seconded by Barb Miglio.

MOTION CARRIED UNANIMOUSLY

5. Phone System: Given that the library will have fewer employees and everyone will be doing more work, Rita asked the Commissioners for input on a phone answering/routing system. Everyone agreed this was a necessity at this time and Rita should discuss the matter with the City administration.

6. Donations: A motion was made to accept the following donations and send thank you notifications to the donors by Yvonne Flores; seconded by Barb Miglio.

Michigan Yesterday and Today given in honor of Alexandra Connell for the achievement of completing her first year of graduate school by Donna Organek.

Monetary donation given by Donna Organek to be used for the Library Endowment Fund.

Monetary donation given by Rose Ploplis to be used for the Library Endowment Fund.

Hiring, Training, and Supervising Library Shelvers given in honor of Rita Valade on the occasion of her 15 years of service to the City of Roseville.

Monetary donation given by Julia Massey in memory of PATTI KNAPMAN to be used for the Library Endowment Fund.

Monetary donation given by Julia Massey in memory of BETTE JANE WOGEN to be used for the Library Endowment Fund.

MOTION CARRIED UNANIMOUSLY

IX. ADJOURNMENT

Commissioner Flores made the motion, that having acted upon the agenda, the meeting be adjourned at 7:55 p.m. Commissioner Miglio supported the motion.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,

Rita M. Valade

Rita Valade

NEXT REGULAR MEETING: September 8, 2010 at 6:30 p.m.