

Roseville Public Library Commission  
Regular Meeting  
June 11, 2012  
Minutes

I. CALL TO ORDER

The meeting was called to order by Chairman Charlene Van Marcke at 6:32 p.m. in the Library Commission's Conference Room.

Present: Commissioners Pat Chownyk, Barb Miglio, Cara Tonn, Charlene Van Marcke, and Director Jacalynn Harvey

Public: None

Recording Secretary: Cara Tonn

II. DISPOSITION OF MINUTES

Motion by Commissioner Chownyk supported by Commissioner Miglio to accept the Minutes of the regular meeting of May 14, 2012.

**MOTION CARRIED UNANIMOUSLY**

III. HEARING OF THE PUBLIC

None.

IV. REPORT OF THE LIBRARIAN

1. Library Update

- a. The library will be closed on Wednesday, July 4 for Independence Day, Friday, August 17 for a staff development day, and Monday, September 3 for Labor Day.
- b. Page Caitlyn Lunsford resigned effective June 8 and will be replaced by Christa Mitchell for the summer. Director Harvey will post the position a few weeks before Christa leaves.

2. Library Programs/Classes

- a. Book Discussions.
  - i. *Bury the Chains* on July 5.
  - ii. *The Hearts of Horses* on August 8.
  - iii. *The World Without Us* on September 6.

- b. Summer Reading Program
  - i. Kick-Off on June 15.
  - ii. Program begins on June 18 and ends on July 27.
  
- c. Family Movies
  - i. *The Muppets* on June 15.
  - ii. *Judy Moody and the Not Bummer Summer* on June 22.
  - iii. *The Adventures of Tin Tin* on June 29.
  - iv. *Diary of a Wimpy Kid: Roderick Rules* on July 7.
  - v. *Happy Feet 2* on July 13.
  - vi. *Ramona and Beezus* on July 20.
  - vii. *Willy Wonka and the Chocolate Factory* on July 27.
  - viii. *Hugo* on August 10.
  
- d. Teen Programs.
  - i. Teen Photo Contest June 18 through July 27.
  - ii. Game “Likewise” on June 27.
  - iii. Tie-Dyed T-Shirts on July 25
  - iv. Game “25 Words or Less” on August 22.
  
- e. Summer Spoof Film Festival
  - i. *Blazing Saddles* on June 21.
  - ii. *Top Secret* on June 28.
  - iii. *Shaun of the Dead* on July 12.
  - iv. *Monty Python and the Holy Grail* on July 19.
  - v. *This is Spinal Tap* on July 26.
  
- f. Anime Night
  - i. *Fullmetal Alchemist Brotherhood: The Sacred Star of Milos* on July 11.
  - ii. *Evangelion 1.11: You Are (Not) Alone* on August 1.
  
- g. Family Programs: The Inside/Out Photo Contest ends on June 30.
  
- h. Lego Club will meet on June 21 and July 26.
  
- i. Youth Programs
  - i. Science Wonders: Sound and Waves on June 28.
  - ii. Hawaiian Leis Craft on July 5.
  - iii. Cooking with Kids: Popcorn! on July 12.
  - iv. Nocturnal Animals of Michigan on July 19.
  - v. Exotic Zoo Animals on July 31.
  
- j. Park and Read runs from April 1 through October 1.

- k. Museum Adventure Pass runs from May 25 through September 3. This is the final year.
- 3. Friends of the Roseville Public Library.
  - a. The sale on May 5 brought in \$185.70.
  - b. There will be sales on June 14, July 12 and August 9.
- 4. Roseville Historical and Genealogical Society.
  - a. *Michigan Companion*, Arthur M. Woodford, on June 19 at 6:30.
  - b. Annual Picnic and Croquet Tournament on July 17.
- 5. Other Items  
None.

V. SUBURBAN LIBRARY COOPERATIVE

- 1. The Shared Technology Committee Staff User Fee has been raised by \$100, so the Library's quarterly payments will be \$5,400.
- 2. The Cooperative has finally asked its own staff for concessions due to the economy.

VI. COMMUNICATION

None.

VII. UNFINISHED BUSINESS

- 1. Long Range Plan. Director Harvey has made some changes and updated goals within the plan. The Commission will review it over the summer and revisit it in September.
- 2. Bylaws. Tabled until September.
- 3. RFID Status.
  - a. This project is more than halfway completed. Volunteers have been slowing down and the staff has been helping out.
  - b. Gates have been ordered at \$16,000 per set. One set is paid for by the SLC.
  - c. An electrician must be present at the installation.
  - d. The old gates can be donated to a high school.
- 4. Autumn Fundraiser. The Commission agreed to begin planning for a Tag Sale/Silent Auction joint fundraiser with the Friends during the week of November 11, 2012.
- 5. Outsourcing Cleaning. Director Harvey sent a memo to the City Manager detailing the library's concerns and considerations over outsourcing cleanings but has had no reply as of yet.

6. Deed of Gift Form. Director Harvey shared the Deed of Gift form the Local History Archives uses, and the commission agreed to use the form as a model for a form to use for future gifts given to the Library and Endowment. This topic will be revisited in September.
7. Other Items. Director Harvey is moving the Endowment's bank accounts from Chase to Comerica.

#### VIII. NEW BUSINESS

1. Staff Development Day. Director Harvey is developing the agenda; it will include RFID, educational and processing programs and a program regarding staff and building safety. Cleaning will also be on the agenda.
2. Extension of Alison Horne's Appointment to the Commission.

Commissioner Miglio made the motion to accept extend Alison's appointment. Commissioner Chownyk supported the motion.

#### **MOTION CARRIED UNANIMOUSLY**

Director Harvey will speak to the City Manager.

3. Schedule of Endowment Meetings. Director Harvey suggested changing the number of meetings to three rather than four, in May, September and February, which better fits with the Commission's schedule.

Commissioner Tonn made the motion to accept changes to the meeting schedule. Commissioner Chownyk supported the motion.

#### **MOTION CARRIED UNANIMOUSLY**

4. Part-time Librarian. Director Harvey would like to extend more hours to Jason and Paul and hire a part-time librarian and has discussed these possibilities with the City Manager. The City Manager told her that the hours cannot be extended because of the Affordable Care Act, and that a part-time librarian cannot be hired because of Union negotiations.
5. July and August Meetings.

Commissioner Tonn made the motion to schedule the next regular meeting of the Commission on September 10, 2012. Commissioner Miglio supported the motion.

#### **MOTION CARRIED UNANIMOUSLY**

6. Unique Management. The Library has a Rate of Return of 3:1.

7. Donations:

*Michigan and the Civil War* and *To End All Wars* given in memory of ROBERT DAAR by Jeanie Sinclair-Smith.

*The Woman Who Wasn't There* given in honor of Robin Gaby Fisher by Pat Eick.

*And Then It's Spring* and *American Grown* given in memory of DEL HARDING by Mr. and Mrs. Caringi.

*Point Betsie; Shadow of the Wolf; True Crime Michigan; Ladies of the Lights; and Hanging Tree* given in honor of Steven White on the occasion of his 25 years of service to the City of Roseville.

*The Vow (DVD); Safe House (DVD); The Artist (DVD); Chronicle (DVD); Blazing Saddles (DVD); This is Spinal Tap (DVD); and Top Secret (DVD)* given in memory of TOM RHODES by Louise Calcaterra.

*Grandloving: Making Memories with Your Grandchildren* given by Ethel Marie Wilford.

*Gone Girl* given by Joachim Von Grabe.

*Detroit, a Biography* given by Elaine Finamore.

Monetary donation given in honor of Len Schweitzer on the occasion of his retirement from the City of Roseville to be used for the Endowment Fund.

Monetary donation given in honor of Rita Valade on the occasion of her retirement by Rosemary Orlando to be used for the Endowment Trust Fund.

Monetary donation given by Laurie Kinch principal of Kaiser Elementary, to be used for the Endowment Trust Fund.

Commissioner Miglio made the motion to accept the donations and send acknowledgements. Commissioner Chownyk supported the motion.

**MOTION CARRIED UNANIMOUSLY**

8. Other Items.  
None.

IX. ADJOURNMENT

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

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,



Cara Tonn

ENDOWMENT MEETING: Monday, September 10 at 6:30 p.m.

REGUALR MEETING: Monday, September 10 at 7:00 p.m.