

Roseville Public Library Commission
Regular Meeting
September 14, 2015
Minutes

I. CALL TO ORDER

The meeting was called to order by Chairman Charlene Van Marckeat 6:34 p.m. in the Conference Room.

Present: Commissioners Pat Chownyk, Anastasia Psimadas, Phyllis Reneau, Cara Tonn, Charlene Van Marcke, and Director Jacalynn Harvey

Recording Secretary: Cara Tonn

II. DISPOSITION OF MINUTES

Motion by Commissioner Reneau supported by Commissioner Van Marcke to accept the Minutes of theregular meeting of August 10, 2015.

MOTION CARRIED UNANIMOUSLY

III. HEARING OF THE PUBLIC

None.

IV. REPORT OF THE LIBRARIAN

1. Library Update.

- a. Email message from K.W. Knox, Esq.
- b. Unsigned note from patron regarding odor of DVD cases.
- c. Bed bug issue.
- d. "Notice" signs regarding monitoring by video cameras.
- e. Letter to Assistant Superintendent of Roseville Community Schools to request a meeting.
- f. Adult Summer Reading Program results.
- g. Metro Detroit Book and Author Society luncheon.
- h. Article from the Atlantic ("Not Your Mother's Library") and the NPR Radio series.
- i. Bill digitized historical videotapes and created an index for it.
- j. Display case schedule.

2. Library Programs/Classes.
 - a. Book Discussion: *Station Eleven* on October 1.
 - b. Library Lab: OverDrive/Zinio/Freegal and basic computer, tablet and Microsoft Office assistance will be offered by the librarians and a volunteer four to five times each month.
 - c. Adult Program: *Social Security 101*, September 17.
 - d. Adult Program: *The Loss of the Edmund Fitzgerald*, September 29.
 - e. Teen Program: Teen Community Service, September 23, October 9.
 - f. Teen Program: *Staged! A Visit from the Warren Civic Theatre*, September 30.
 - g. Children's Program: Story Times, Session 1, September 24.
 - h. Children's Program: *Make and Take Pumpkin Craft*, October 8.
 - i. "Fun Raising Week," October 5-9.

3. Library Statistics.

4. Friends of the Roseville Public Library.
 - a. Used Book Sale, October 7, 8 and 9.
 - b. Kroger Community Rewards.
 - i. The donation for the first quarter was \$277.13 from 27 households, down almost half from last year. People may not know to renew their organization in April.

5. Roseville Historical and Genealogical Society.
 - a. Program: "An Evening with Rogers and Hart," September 16 at 6:30p.m.

6. Budget and Bills.
 - a. The web filter needs to be replaced. It happens every 4 years or so.

Motion by Commissioner Chownyk supported by Commissioner Reneau to authorize up to \$4,000 from centralized purchasing for replacement and installation of a new web filter.

MOTION CARRIED UNANIMOUSLY

7. Other Items.
 - a. Joanne Coules.

V. SUBURBAN LIBRARY COOPERATIVE.

1. More state aid is coming. There is an additional \$50,000 that will be split among the co-op members.

VI. COMMUNICATION.
None.

VII. UNFINISHED BUSINESS.

1. Building Update.
 - a. Window filming is ongoing.
2. Policies.
 - a. Computer and Internet Use Policy.

Motion by Commissioner Tonn supported by Commissioner Reneau to accept and adopt the revised Computer and Internet Use Policy.

MOTION CARRIED UNANIMOUSLY

- b. Patron Behavior Policy.

Motion by Commissioner Chownyk supported by Commissioner Psimadas to accept and adopt the revised Patron Behavior Policy.

MOTION CARRIED UNANIMOUSLY

- c. Archives Policy.

Motion by Commissioner Tonn supported by Commissioner Reneau to accept and adopt the revised Archives Policy.

MOTION CARRIED UNANIMOUSLY

- d. Social Media Policy.

Motion by Commissioner Tonn supported by Commissioner Reneau to accept and adopt the new Social Media Policy.

MOTION CARRIED UNANIMOUSLY

- e. Study Room Policy.

Motion by Commissioner Chownyk supported by Commissioner Reneau to accept and adopt the revised Study Room Policy.

MOTION CARRIED UNANIMOUSLY

VIII. NEW BUSINESS

1. Donations.

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

MOTION CARRIED UNANIMOUSLY

2. Inheritance from Vera Edwards.

- a. The Library has received notification of a bequest from the estate of the late Vera Edwards, but does not know the extent of the bequest yet.

3. Personnel.

- a. Kristen Valyi-Hax has resigned and her last day will be September 17. Sarah Marsack was hired as the new part-time Youth Services Librarian effective October 8. Jason Novetsky will change his schedule and take on additional adult services responsibilities.
- b. The City has asked that all employees receive their pay stubs and checks electronically.

4. Other Items.

- a. Char Van Marcke's oath of office.
- b. Arcadia Roseville book is coming out on October 16.

IX. ADJOURNMENT

Commissioner Psimadas made the motion, that having acted upon the agenda, the meeting be adjourned at 8:19 p.m. Commissioner Chownyk supported the motion.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted,



Cara Tonn

Next Meeting: Monday, October 12, 2015 at 6:30 p.m. Commission Meeting