

Roseville Public Library Commission
Regular Meeting
May 8, 2017
Minutes - APPROVED

I. CALL TO ORDER

The meeting was called to order by Chairman Charlene VanMarcke at 6:31 p.m. in the Conference Room.

Present: Commissioners Pat Chownyk, Anastasia Psimadas, Phyllis Reneau, Charlene VanMarcke, Director Jacalynn Harvey.

Absent: Commissioner Cara Tonn

Recording Secretary: Jacalynn Harvey

II. DISPOSITION OF MINUTES

Motion by Commissioner Chownyk, supported by Commissioner Reneau to accept the Minutes of the regular meeting of March 13, 2017.

MOTION CARRIED UNANIMOUSLY.

III. HEARING OF THE PUBLIC – The hearings of the public are designated.

The hearing of the public will be for any Library business. Upon addressing the Commission, please state your name and address. Address the Chair. You are welcomed to direct questions, input information and/or express opinions to the Commission. Anyone using inappropriate or threatening language will be called out of order, and will correct their language or end their comments. Limit your remarks to three (3) minutes. If time permits, we may allow you one additional time period to provide new information or answer questions from the Trustees. Anyone not adhering to these rules will be called out of order by the Chair.

IV. REPORT OF THE DIRECTOR

1. Library Update.

- a. The library's last open Saturday until September is May 20, 2017.
- b. The library will be closed on Memorial Day, May 29, 2017.

2. Library Programs/Classes.

- a. Adult Programs: Cut the Cord, 5/11; Library Lab, 5/8, 5/15, 5/17, 6/1, 6/5, 6/12 ; Book Discussion, 6/1; Coloring Club, 6/8; Painting Garden Stones, 6/5; Lost Restaurants of Detroit, 5/18.

- b. Teen/Tween Programs Prepare for Your Summer Job Search, 5/10; “Magic the Gathering,” 5/8, 5/15, 5/22, 6/5, 6/12; Quiet Study Exam Prep, 5/17, 5/31.
- c. Children’s Programs: No programs in May.
- d. Family Program: Scrabble Fest, 5/13.

3. Library Statistics.

4. Friends of the Roseville Public Library.

- a. The Friends earned \$1,575 in revenue from the spring used book sale.
- b. The Friends Annual Meeting and Election of Officers is May 31, 2017.

5. Roseville Historical and Genealogical Society.

Bob-Lo Steamers: Matriarchs of the Detroit River on May 16.

6. Budget and Bills.

- a. The City presented information regarding what they think the City should actually charge the library for all services provided by the City to the Library and the total is approximately \$40,000 more that what the library is currently paying annually.
- b. The Director placed the annual computer order, which includes eleven personal computers and four tablets.

Motion by Commissioner Reneau supported by Commissioner Chownyk to accept the annual budget, the monthly budget and bills.

MOTION CARRIED UNANIMOUSLY.

7. Other Items.

None.

V. SUBURBAN LIBRARY COOPERATIVE

Tutor.com was discussed.

VI. COMMUNICATIONS

None.

VII. UNFINISHED BUSINESS

- 1. Personnel.

- a. The Archivist/Librarian position is in the process of being filled and the Director hired a new Substitute Librarian, Tom Fentin.
2. Building and Grounds Update.
 - a. The Director will reschedule a meeting with the City Manager and Building Maintenance Foreman to discuss changes to the entrances that had been cancelled.
 - b. The drop boxes near the north entrance have been closed for a few weeks due to leaks from rain.
 - c. Du-ALL Cleaning Service has been hired to replace America's Best. The Director will schedule a walk-through.
3. Endowment Fund
Accountant Anthony Zoia was given the documents to complete the 2016 tax return. The Comerica checking account will remain open in case checks are accidentally made out to the Endowment Fund instead of the CFSEM. The library giving brochure has been updated and is being printed.

VIII. NEW BUSINESS

1. Donations.

Motion by Commissioner Psimadas supported by Commissioner Chownyk to accept the donations and send thank-you notes to donors.

MOTION CARRIED UNANIMOUSLY.

2. Internet Filter.

The IBoss Internet filter continues to cause problems with the network. Filters are unreliable and we receive complaints regarding sites that are filtered incorrectly. The filter is also expensive between the cost of the equipment, warranty and annual subscription, but also the cost to have a technology firm install the equipment and manage the console. The Director spoke to Attorney Anne Seurynk, has created a plan for change and recommends removing the filter, at least temporarily, to see if not filtering the public computers will work in this library.

Motion by Commissioner Psimadas supported by Commissioner Reneau to temporarily remove the filter for six months, follow the recommendations of the attorney during that time, and revisit the situation in at the end of the six-month period.

MOTION CARRIED UNANIMOUSLY.

3. Tutor.com.
 - a. The library is investigating purchasing the Tutor.com service which provides live tutoring service to patrons of all ages at specific times of the day. The cost for the first year for Roseville would be \$2,837.94. Two librarians will attend the demo at SLC on May 18.

4. Director's Evaluation.

The Director provided a copy of the Northville District Library Director's Evaluation. The Director asked the Trustees to review it and decide whether or not to use it at the next meeting.

5. FOML Workshop and Badges
 - a. The FOML discussion has been tabled until the next meeting. Trustees agreed that they would like the library to provide permanent name badges for all of the Trustees stating their name and the name of the library, but not their position on the Commission.

6. Other Items.

None.

IX. ADJOURNMENT

Commissioner Psimadas made the motion, that having acted upon the agenda, the meeting be adjourned at 8:11 p.m. Commissioner Chownyk supported the motion.

MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,



Next Meeting: Monday, August 14, 2017 at 6:30 p.m. Regular Commission Meeting.