

MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS

March 26, 2024 – 5:15 pm
111 Library Street NE – Board Room

Anderson called the meeting to order at 5:15 pm.

1. ROLL CALL

Board Members Present:	Rachel Anderson, Kelly Boston, Kathryn Dilley, Sheila García Mazari, Kristin Kopec, Kevin Peterson, Lauren Woolsey
Board Members Absent:	
Administration Present:	Robert Adcock, Natalie Drew, John McNaughton, Katie Zychowski, Patrick Beatty
Staff Present:	Erin Hart, Ann Neff-Rohs
Public Present:	Amy Alber, GREIU; Andrew Erlewein, KDL; Dan Poortenga, GRPLF; Jax Johnson

2. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON FEBRUARY 20, 2024

MOTION: By Commissioner Kopec, supported by Commissioner García Mazari, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular board meeting of February 20, 2024.

Woolsey makes note on Item 8b: Change “any” to “most.”

ACTION: AYES 7 – 0

Motion passed.

3. BOARD COMMENTS

Kopec comments that she was really excited to see GRPL and KDL featured in Grand Rapids Magazine.

Woolsey comments that she read *Shine On, Luz Véliz!* by Rebecca Balcarcel and is excited for the One Book, One City for Kids event to take place.

Boston comments that she visited the Madison Square Branch, Seymour Branch, and Main Library and loves the custom Solar Eclipse glasses. She received a public suggestion that they would appreciate it if there is a way to see what items are available as part of Check it Out: Circulating Memberships online.

Anderson seconds the excitement around the Solar Eclipse programming.

Anderson thanks those who signed her nominating election petition.

4. COMMITTEE REPORTS

a. Legislative

Anderson notes that they will be headed to Lansing for the Michigan Library Association Advocacy Day conference and García Mazari will be joining on behalf of another group. The Legislative Committee will be representing GRPL for the Day of Advocacy. Peterson asks if GRPL staff will also be in attendance. McNaughton responds yes.

b. Policy

No comments.

c. Board Retreat

No comments.

5. STAFF & FOUNDATION REPORTS

A. Library Director's Report

McNaughton comments that the Library Director annual review process is underway and staff have been submitting their feedback. Anderson asks if a report will be generated from the feedback and McNaughton answers yes. Anderson asks when the report will be provided and McNaughton responds that it should be available before the next Regular Board Meeting.

McNaughton updates the board on the Main Library's parking lot. He explains that tweaking the parking lot's open-hours has been substantially helpful. He adds that increasing the pricing will help this issue even further. Adcock confirms that the changes have been successful.

McNaughton introduces the new Director of Human Resources, Natalie Drew. Drew provides an introduction and shares her enthusiasm for the role. The board extends a welcome to her.

Woolsey provides a comment on the STEAM Center update and notes that she supports the goal of identifying a project manager to ensure progress is made.

Anderson comments on the vinyl in the windows at the Van Belkum Branch and asks for an update on the mural. McNaughton answers that we are still very excited about the project and GRPL is planning to execute the mural project in FY26.

García Mazari provides a kudos to staff for handling the missing child situation at the library using protocols. She also comments that she loves the white board that poses questions to engage patrons. She adds that she is excited about the elements of humor and the positive approach.

B. Financial Report

Kopec asks about line 16 and why we are under budget for part-time employees. Adcock responds that part-time staff usually have the highest turnover. He adds that this number is typically under budget by 5-10%.

C. Foundation Update

Poortenga comments that the Foundation is in the early stages of rebranding their organization in support and alignment of GRPL's new brand.

6. OLD BUSINESS

None.

7. NEW BUSINESS

A. Director Evaluation Documents

Anderson comments that this will be the focus of their Special Board Meeting next month that will be a closed session. The Regular Board Meeting will follow at the regular time.

Woolsey confirms the agenda for the Special Board Meeting and asks McNaughton for a deadline for documentation to support the evaluation that will come from Peter Anderson. McNaughton confirms that they will receive the information between April 8 - 15, 2024. Woolsey provides instruction to the board and communicates what to expect as well as how to provide feedback. She clarifies the intention for the compilation of feedback and says that it is due by April 24, 2024.

Peterson confirms the deadline for receiving documentation from McNaughton.

Anderson thanks the Policy Committee for the development of this new system for evaluation.

B. Budget Approval

Anderson reminds the group that there was time for questions over the last few weeks.

MOTION: By Commissioner Woolsey, supported by Commissioner Kopec, that the Board of Library Commissioners of the City of Grand Rapids approve the proposed FY25 Budget and Fee Schedule.

Dilley suggests that it could be helpful to note the increase or decrease on budget line items in the future.

Dilley requests to modify the facilities rental pricing so that it omits, "not to exceed \$625.00." Anderson comments that the library should not focus on making money on these rentals and instead focus on accessibility. Anderson supports Dilley's comment that "not to exceed" would support that effort. Woolsey adds that the cap is helpful for non-profits when they are budgeting for their events.

Dilley asks how much of the fee structure is the same. Adcock answers that everything is the same with the exception of the parking fee structure.

Anderson asks if there is a high demand for the rental of the Auditorium. McNaughton notes that there isn't the same level of demand since COVID-19. Neff-Rohs confirms that there are still groups who use the space for 6-8 hours. Anderson notes that it would be valuable to discuss room rental pricing in the future to weigh equity and access.

Boston asks about extending the window of time for parking validation and if there has been more discussion. Adcock answers that keeping it the same would be beneficial as we change the rate in order to weigh the outcome of the pricing shift.

Woolsey asks about library programming and pricing for the parking lot, specifically for partner programming. Neff-Rohs answers that we have all-day validation for all-day events.

ACTION: AYES 7 – 0

Motion passed.

8. INFORMATION ITEMS

A. Media Index

Woolsey comments that she's excited about the resources being provided.

B. Staffing Report

No comments.

C. Statistical Report for February 2024

No comments.

9. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

No comments.

10. AGENDA ITEMS FOR REGULAR BOARD MEETING: APRIL 30, 2024

Anderson reminds the group about the agenda for the April Special Meeting and Regular Meeting and to connect with her or McNaughton if there are any questions.

11. PUBLIC COMMENTS

Erlewein, the Chair of the Kent District Library (KDL) Board, introduced himself. He explains that he is here because KDL Executive Director Lance Werner joined the GRPL board at their retreat in February. He comments on the great collaboration between KDL and GRPL with regards to how cooperative the systems are in providing library cards to one another's systems. Erlewein comments on room rentals at KDL and suggests connecting with KDL to talk through some of what they learned as part of their room rental conversations last year. He invites the GRPL board to attend their board meetings. The board thanks Erlewein for coming.

12. ADJOURNMENT

MOTION: By Commissioner García Mazari, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids adjourn the meeting.

Meeting adjourned at 5:50 pm.