

**MINUTES
BOARD OF LIBRARY COMMISSIONERS
OF THE CITY OF GRAND RAPIDS**

January 28, 2025 | 5:15 pm
111 Library St NE | Board Room

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

1. ROLL CALL

Board Members Present: Rachel Anderson, Kelly Boston, Justine Bryant, Kathryn Dilley, Bryan Holt, Kevin Peterson, Lauren Woolsey

Board Members Absent:

Administration Present: Robert Adcock, Megan Biggins, Natalie Drew, Lindsay Laplow, John McNaughton, Ann Neff-Rohs, Patrick Beatty

Staff Present:

Public Present: Steven Assarian, GREIU;
Dan Poortenga, GRPLF;
Jane Whittington, Rapidian;
Steven W.

2. APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING ON DECEMBER 17, 2024

MOTION: By Commissioner Woolsey, supported by Commissioner Boston, that the Board of Library Commissioners of the City of Grand Rapids approve the minutes of the regular Board meeting of December 17, 2024.

No comments.

ACTION: AYES 7 – 0

Motion passed.

3. BOARD COMMENTS

Anderson welcomes Bryant and Holt to the Board.

Holt thanks the Board and comments that he hopes he can bring a breadth of knowledge to the Board.

Bryant thanks the Board and comments that she looks forward to serving with the Board.

Boston welcomes Bryant and Holt. She comments that she attended the Celebrate Lunar New Year events this past weekend and enjoyed them.

Boston states that she is hearing more about Immigration and Customs Enforcement (ICE) and asks how the Board should respond in support of GRPL in the event of ICE raids in the library. McNaughton comments that this is weighing heavily on him and staff as well. He states that his team is drafting a detailed procedure that should be finished by the end of the week. Boston asks if staff will be educated on the documents ICE may present to staff. McNaughton answers yes. He adds that staff have been given a link to Michigan Legal Help for credible information as well. Boston asks if we can hand out Know Your Rights cards to the public. McNaughton answers that he is currently looking into this. Boston asks about the current documents required to sign up for a library card. Director of Public Services Megan Biggins answers that updating this is a project for FY26, and she will collect the current information and send it to the Board. Anderson asks whether the Policy Committee should look at creating a specific Policy around this. McNaughton answers that he will start talking about it with the Board once the procedure is finished. Holt asks what control the Board and staff have with GRPL being a public space. McNaughton answers that we don't have much control. He adds that we are doing what we can to make staff and patrons feel safe and we will be working together with the City Attorney to continue to do so. Peterson thanks McNaughton and asks about whether we are in communication with the City on any Policy they may create. McNaughton answers yes. Bryant states that the City has a Know Your Rights campaign and suggests that we get some more information from the City's Office of Oversight and Public Accountability. Boston thanks McNaughton.

Dilley comments that a GRPL-branded button came in handy recently during an event at DeVos Performance Hall.

Woolsey comments that she appreciates being able to serve this library and is looking forward to forging the path ahead together with the Board.

4. COMMITTEE REPORTS

a. Legislative

No comments.

b. Policy

No comments.

c. Board Retreat

Boston states that she reached out to CEO Steff Rosalaz with Grandville Avenue Arts & Humanities (GAAH) and said they are very open to hosting the retreat. McNaughton suggests having Carol Dawe come as a presenter.

5. STAFF & FOUNDATION REPORTS

A. Library Director's Report

McNaughton comments that we are finalizing FY26's budget and the staffing study. He adds that Michigan Library Advocacy Day is Wednesday, April 30 at the State Capital, and he and Director of Collections Ann Neff-Rohs will be attending.

McNaughton talks about the uptick in violent incidents in the library recently. He adds that he is going to be meeting with a group of managers next week to talk through this and will likely be coming to the Board for increased support for our Support and Safety team. Holt comments that a

lot of changes have taken place at different local agencies, which has impacted the traffic at the library.

i. GRCM Collaboration

McNaughton states that the Steering Committee is getting back together February 17.

Anderson commends Director of Marketing & Communications Katie Zychowski and her team for all of the work they have been doing. McNaughton seconds that and says they have been doing a fantastic job, especially with social media.

Biggins presents on the One Book, One City program for 2025. She adds that the Youth Services team has done an incredible job planning this and it is funded by a grant from the Grand Rapids Public Library Foundation (GRPLF).

B. Financial Report

Adcock states that we will propose a budget for FY26 at next month's regular meeting.

Holt asks if the budget numbers involve E-Rate. McNaughton answers no and explains that we participate in E-Rate but we are not sure what is going to happen with that fund going forward.

Woolsey asks about the Evergreen updates and if GRPL's IT staff feel they are able to complete it. McNaughton answers yes.

C. Foundation Update

Poortenga states that GRPLF had their Board meeting earlier today and they approved all grant requests for GRPL, totaling \$128,000. They also welcomed two new trustees, Stephanie Gerling-Schultz and Treasurer Lori Schutter.

6. OLD BUSINESS

None.

7. NEW BUSINESS

A. Election of Board Officers

Dilley states that Anderson is running for President and Boston for Vice President.

MOTION: By Commissioner Dilley, seconded by Peterson, that the Board of Library Commissioners of the City of Grand Rapids agree to approve Rachel Anderson as the Board President and Kelly Boston as the Board Vice President/Secretary for 2025.

ACTION: AYES 7 - 0

Motion passes.

B. Review of Committee Assignments & Foundation Board Appointment

Anderson explains that we have 3 committees and there can be no more than 3 Board members on each committee.

The Board decides on the following assignments:

- Legislative Committee: Bryant, Woolsey, Peterson
- Policy Committee: Anderson, Dilley, Holt
- Board Retreat Committee: Boston, Holt
- Foundation Board Appointment: Anderson will join in May (Peterson will fill in until then), Dilley

MOTION: By Commissioner Peterson, seconded by Woolsey, that the Board of Library Commissioners of the City of Grand Rapids agree to approve the Committee Assignments and Foundation Board Appointments for 2025.

ACTION: AYES 7 - 0

Motion passes.

C. BoLC Policy Manual Reaffirmation

MOTION: By Commissioner Woolsey, supported by Commissioner Peterson, that the Board of Library Commissioners of the City of Grand Rapids reaffirm the Board of Library Commissioners Policy Manual for 2025.

No comments.

ACTION: AYES 7 – 0

Motion passed.

D. FY25 Budget Amendment – Facilities Project

Adcock states that the Facilities Manager wanted to expand this project to all locations, which increases the budget for the project.

Anderson asks about the price. McNaughton answers that it is more expensive due to the buildings being older. She asks if this price includes filter replacements. Adcock answers that replacements will come out of the annual operating budget.

MOTION: By Commissioner Woolsey, supported by Commissioner Holt, that the Board of Library Commissioners of the City of Grand Rapids approve the FY25 budget amendment, effective January 28, 2025.

Woolsey comments that this project falls well into the GRPL's value of Sustainability.

ACTION: AYES 7 – 0

Motion passed.

8. INFORMATION ITEMS

A. Media Index

No comments.

B. Staffing Report

Woolsey congratulates Adcock on his 8 year anniversary. Anderson congratulates Librarian Steven Assarian on 13 years at GRPL.

C. Attendance Record from Previous Year

No comments.

D. Voluntary Commitment to Serve, Conflict of Interest, General & Emergency Contact Form

No comments.

E. Statistical Report for November & December 2024

No comments.

9. GRAND RAPIDS EMPLOYEES INDEPENDENT UNION

Assarian comments that they are concerned about safety issues at GRPL as well and are looking forward to hearing more from management soon.

10. AGENDA ITEMS FOR REGULAR BOARD MEETING: FEBRUARY 25, 2025

- Budget Information Review
- Seymour Branch presentation

11. PUBLIC COMMENTS

Steven W. asks why we stopped hosting the Taste of Soul Sunday programming and asks how he can help to get it started up again.

12. ADJOURNMENT

MOTION: By Commissioner Peterson that the Board of Library Commissioners of the City of Grand Rapids adjourn the meeting.

Meeting adjourned at 5:48 pm.