



SEPTEMBER 23, 2020 – LIBRARY BOARD MINUTES

Attendees:

Cassidy Nemelka
Millie Smith
Heidi Taylor
Mary Heers
Paul Willie
Heidi Hyatt
Lisa Robbins
Ron Campbell

Meeting called to order by Mary at 8:08 pm.

Minutes from June approved – motioned by Paul, Millie seconded. Unanimous Vote.

Directors Report – Mary commends Heidi for being so successful under difficult circumstances and congratulations on hiring Jessica. Mary noted circulation numbers for August came in at 1,570. Also new programs included Storytime bags, movie kits, mask kits and puzzle swap. Mary commended Heidi for her hard work.

Budget Report– The board decided there was nothing urgent to discuss. The board unanimously thanked Rick for his hard work.

Patron Requests - Mary reiterated the board's position that the responsibility for selection of resources is up to the media specialist. There is also a form for patrons to write any complaints. Heidi received a complaint concerning a children's book, the argument being there is an inappropriate drawing in the book. Mary recommends coming into the library to view the book to form an opinion. The matter was closed for discussion until the board members viewed the book. Mary set a goal to alert the patron about the decision in 28 days.

Safety Updates – Millie says the project is stalled. She noted she is working through the wording in the meantime and would like to meet with the Mendon law enforcement officer to move forward.

State Licensing – Mary and Heidi each reiterated that licensing is a top priority. The state wants a community assessment and discussion regarding the 4 questions sent to the board members. Those questions were:

1. What do you like most about the library?
2. What improvements need to be made?
3. If money was no obstacle, what would your ideal library look like?
4. What should be the focus of the library for the next five years?

Mary opened up the discussion to the board, with each board member sharing their thoughts on each question. Heidi Taylor will put together Google form to distribute the questions to the community.

3 Year Plan - The board was sent a sample of the Richmond Library plan. Mary would like the board to study the document and try to adopt it as best as the library can, as it is very similar to the Mendon library. Mary reiterated that this is one of the biggest steps to gaining certification. Heidi Taylor also reminded the board that concerning the 3 year plan, a focus needs to be placed on involving teens in the library. Mary assigned Cassidy to send out the Richmond plan again after the meeting.

Self-Evaluation - Mary encouraged the board to be involved, volunteering and being an advocate for the library. She also emphasized kindness and being united as board members is also important. Lisa agreed, adding in that showing up and being involved in the library is extremely important.

Brick Committee Updates– Mary and Paul noted that 13 bricks have been sold since the renewed campaign was launched in June. Lisa and Mary both noted that possibly drawing more attention to the patio with programs will help the campaign. Paul has noted that many of the bricks belong to people out of town, so board members were encouraged to seek out neighbors. Paul sent out a list of ideas of where board members could search for brick buyers, including local clubs, guilds, board members, etc. Lisa asked if there was a sell-by timetable for the campaign. Paul stated that the last brick campaign was a 90 day window, but feels that it will need to be much longer with COVID going on. Paul set a goal for 200 bricks sold in a year. The matter was tabled to be discussed at the October management meeting.

Open Meeting Policy- Cassidy shared the requirements put upon the library concerning meeting agendas, minutes and recordings. She stated that all open meetings must be recorded and the recording needs to be placed on the public meetings site within 3 days of the meeting. Agendas must be posted at least 24 hours before a meeting and a draft of minutes must also be available at least 30 days following a meeting. Heidi Taylor and Cassidy noted that they will be meeting with Traci Hillyard before the October city council meeting to learn how to use the city recording equipment. Mary asked if time needs to be set aside for the public to comment. Cassidy noted that in the Public Meetings Act nothing was specified, but she would research the issue.

Open Items - Mary noted that a few books have been laminated and can be posted around the playground so people can walk around and read. She also noted that she and Heidi will be posted next week.

Vote on bylaws - Vote on bylaws was inconclusive over Zoom. Email vote was sent out and the board voted unanimously to adopt bylaws.

Motion to adjourn by Heidi Taylor, seconded by Paul.
Meeting was adjourned at 9:06 pm.

Next meeting will be held December 30, 2020 at 8 pm.