

**SOUTHFIELD PUBLIC LIBRARY BOARD  
REGULAR MEETING MINUTES  
WEDNESDAY March 23, 2022, 7 PM  
(In Person)**

**Southfield Public Library, Meeting Room (1<sup>st</sup> Floor)**

**26300 Evergreen Road**

**Southfield Michigan**

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Present: Joyce Johnson, Bruce Collins, II, Thalia Maxwell, Kennedy Ellis.

City/Staff: City Treasurer Irv Lowenberg, Mary Beall, Lori Harris-Glore, Pat Kidd.

Absent: Euni Rose, Laura Mancini, Dr. Carole McCollough.

I. CALL TO ORDER: Meeting was called to order by Board Member Joyce Johnson at 7:10 pm.

II. ADOPTION OF THE AGENDA:

Motion by Thalia Maxwell

Supported by Bruce Collins II.

All in favor: Aye

III. APPROVAL OF CONSENT AGENDA ITEMS:

A. February 9, 2022, Minutes

B. February 2022 Financial Reports

Motion by Joyce Bruce Collins, II

Supported by Thalia Maxwell.

All in favor: Aye

IV. FORMAL REQUESTS TO ADDRESS THE BOARD:

A. No formal requests to address the board. Informally Youth Coordinator, Tracy Bedford addressed the Library Board to provide an update on current projects and activities and programs planned.

Tracey Bedford: What I found when I got here:

- Great Virtual Programming
- We Read Book Club for 2<sup>nd</sup> and 3<sup>rd</sup> graders
- Story Shenanigans
- Safe Outdoor Programming – Stories and Strollers

What we are working on:

Seasonal Themes

- Jan-Feb – Winter Wonderland
- March – Reading Gives You Wings
- April-May – Fairy Tales and Dragons
- All planning around a central theme
- Making sure we hit all of our age groups
- Great team collaboration

Future programs

- Reading Decathlon
  - Collaboration with the schools
  - Student and teacher library cards

## V. REPORTS

### A. Interim Director's Report:

Interim City Librarian's Report: March 2022

While it seemed like we spent the entire month putting the budget together, a lot of other great things have happened!

Reopening Updates:

- Study Rooms are open to the public!
- Self-check machines on all three floors are operational.

- Furniture and computers have been added to the floor as usage increases.
- The Friends have had successful and much appreciated book sales.

#### Technology Enhancements:

- Mobile printing is now available.

#### Programming:

- Sci Fi & Fantasy Fanatics Book Club launched in February.
- March: Women's History and Reading Month displays and programs throughout the library
- April: See Library Newsletter for all our offerings, highlighting Poetry and Fairy Tales.
- Jazz and Blues continues to be popular and well attended.

#### Staffing:

- All departments are hiring for non-career positions: substitute librarians, computer and library assistants, aides.
- Interviews for 3 Librarian 1 positions will begin in the last week of March.

#### Initiatives:

- We Help People Succeed: the committee has put together packets describing and promoting library services for City departments to handout at their events. So far, packets have been welcomed by the Police Department for Community Policing events and Human Services to include with mobile food distribution. The team is also reaching out to Career Services and New Business Development.
- Library Card Renewal Project: outreach campaign to patrons whose library cards have expired in the past, as well as a birthday reminder to those who are about to expire.
- Automatic Renewals: Support is working on getting this up and running.

#### VI. BUSINESS:

- A. City Librarian Update: City Librarian contract has been reviewed by legal and is currently with Human Resources.
- B. Mask Policy: June 30, 2021, the Southfield Library Board issued a resolution regarding mask for employees. Due to City Administration updating its policies regarding mask in city buildings the Library Board has issued the following resolution.

On March 23, 2022, the Library Board passed the resolution:

Be it RESOLVED that the Southfield Public Library Board votes that Southfield Public Library employees **will continue** to wear masks when working with the public. Patrons entering the building are not required to wear masks, but it is highly encouraged.

Motion by Joyce Bruce Collins, II

Supported by Thalia Maxwell.

All in favor: Aye

- C. FY 23 Budget -CIP Update: Budget hearing with City of Southfield Fiscal Services went very well, the city was impressed with the work and amount of detail the library provided in thoroughly presenting a comprehensive budget.
- D. Paving project update: Paving project for the side of the library will not be a part of the larger city project which will connect the library to the city complex. The project will continue with the paving of the Children's Imaginarium garden for summer programming.
- VII. COMMENTS: Library Board members Bruce Collins, II, Joyce Johnson and City Treasurer Irv Lowenberg graciously posed for pictures with the Reading Gives You Wings display to promote this great library program.
- VIII. ADJOURNMENT: Southfield Public Library Board adjourned at 7:41 pm.

Be it RESOLVED that the Southfield Public Library Board adjourned at 7:41 pm on March 23, 2022, the next meeting will be held on April 13, 2022.

Motion by Bruce Collins, II  
Supported by Thalia Maxwell.  
All in favor: Aye

**Next Southfield Public Library Board meeting April 13, 2022, or as needed**