

**SOUTHFIELD PUBLIC LIBRARY BOARD**  
**REGULAR MEETING MINUTES**  
**WEDNESDAY June 8, 2022, 7 PM**  
*(In Person)*

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

**26300 Evergreen Road**

**Southfield Michigan**

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Present: Bruce Collins, II, Joyce Johnson, Thalia Maxwell, Laura Mancini, Kennedy Ellis. City: Irv Lowenberg. Staff: Mary Beall, Lori Harris-Glore, Pat Kidd. Absent: Euni Rose, Carole McCollough.

- I. CALL TO ORDER: Meeting was called to order at 7:06 by Vice President Laura Mancini.
  
- II. ADOPTION OF THE AGENDA:  
Motion by Joyce Johnson  
Supported by Thalia Maxwell.  
All in favor: Aye
  
- III. APPROVAL OF CONSENT AGENDA ITEMS:
  - A. March 23, 2022, Minutes
  - B. May 2022 Financial Reports

Motion by Bruce Collins, II  
Supported by Joyce Johnson.  
All in favor: Aye
  
- IV. FORMAL REQUESTS TO ADDRESS THE BOARD:
  - A. No requests to address the Library Board.
  
- V. REPORTS:
  - A. Interim Director's Report

**Library Monthly Report: May 2022**

### **Highlights:**

- Stories and Strollers picked right up with the weather! More families are attending, and we are able to tell them about the fun in person programs we have planned for the summer.
- The youth department created two videos to promote summer reading at the local schools. We've sent them to our contact at Southfield Public Schools and plan to send them to the elementary school secretaries for good measure, and also to Mr. Mandelbaum, to see if he can share it with the private schools he has contact with.

### **Questions answered:**

- Adult: 2060
- Youth: 1038
- Computer Help: 504

### **Programs:**

- Adult: 4; 1 In-person
- Youth: 8; 5 In-person outdoors; 2 in library; 1 virtual. 208 attendees.
- Technology tutorials: 1 virtual
- Library-wide: 8 In-person; 230 attendees.
- Community Outreach: participated in Family Fun and Safety Night, connecting with 300 people.

### **New Hires:**

- Computer Assistants: 3
- Librarian I: 1
- Outreach Intern: 1

### **Circulation: April 2022** (Circulation figures run a month behind)

Checkouts --16595

Digital checkouts--3685

Library Cards --142

Items Added to Collection -- 2045 (1770 print, 275 AV)

Visitors --2884

Oak Park stats -3.4%

VI. BUSINESS:

A. City Librarian Update:

Interim Director Mary Beall has received the contract and it is ready for signatures. Pay for position will be retro back to January 15, 2022, when approved by the Library Board. The position of Deputy city Librarian has been approved by Fred Zorn to be posted and filled.

B. Materials Selection Policy:

Due to recent challenges throughout the country to materials in library collections Interim Director Mary Beall would like the Library Board to review the current policy to determine if it needs to be adapted or amended. Procedures for submitting challenge to Library Board must include complete form documenting segment, scene and tell exactly why and the ground that its being challenged. The City Librarian will review and recommend appeal to the Library Board for further review. The Library Board have agreed to amend policy to only accept challenges from Southfield and Lathrup Village residents. Southfield serves a very diverse community, and the Library Board is responsible to all citizens in its community.

C. FY 23 Budget -CIP Update:

The FY 2022-2023 budget has been adopted by the Southfield City Council on June 16, 2022. The Capital Improvement Projects of the budget has been greatly impacted by inflationary costs and will increase the library's budgetary responsibilities. The Southfield Library was able to obtain through a grant the purchase of Chromebooks, Pi's and Hotspots to circulate to patrons.

D. Paving project update:

Phase 1 of the paving project has been completed – the Evergreen patio pavers have been repaired and shrubs trimmed, removed, or replaced. New shrubbery, trees and flowers have been planted along the Northside of the building.

The Children's Garden has had uprooted trees removed, broken pavers and shrubs trimmed, removed, or replaced. The next phase of the project will involve paving the garden area. The Space Station story time room will have access to the garden for inside and outside programming. Inflationary costs will impact the cost of the project. Children in person programming will begin in the fall in the

meeting room. Summer youth programming will be outside – the garden is still useable and safe to conduct outdoor activities.

VII. COMMENTS:

The Summer Reading program will begin in June with the theme Ocean of Possibilities. The adult services department will be offering both inside and outside programming for the summer. Staff has created new and exciting programming, activities for both adult and youth for the summer.

Mary Beall: Inquired of the Library Board what does it want from the Director? The Library Board is impressed with the safe environment the library offers to everyone using the library. The director and staff have exceeded expectations in programming, services and in providing and expanding hours of operation.

Programming:

The library will continue its Jazz & Blues concerts for the summer on the Evergreen Patio.

The Southfield City Hall will be closed on the following dates for summer concerts.

**Eat to the Beat concert / front circle closure dates:**

- June 8-9
- July 13-14
- August 10-11
- September 7-8

**Summer in the City concert / front circle closure dates:**

- June 17-20
- June 24-27
- July 8-11
- July 20-21 (*\*Kids Concert 12-12:45pm*)
- July 22-25
- July 29 - August 1
- August 19-22

The library will be looking to conduct security training for employees regarding gun violence, diffusing situations and developing and reinforcing protocols. The library will be working with the Southfield Police Department to review safety training.

VIII. ADJOURMENT:

IX.

X. Be it RESOLVED that the Southfield Public Library Board adjourned at 8:00 pm on June 8, 2022, the next meeting will be held on July 13, 2022.

Motion by Thalia Maxwell

Supported by Bruce Collins, II.

All in favor: Aye

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