

SOUTHFIELD PUBLIC LIBRARY BOARD
REGULAR MEETING MINUTES
WEDNESDAY March 10, 2021, 6 PM
Via Zoom

PRESENT: Eunice Rose, Joyce Johnson, Bruce Collins. City Officials: Fred Zorn, John Michrina, James Meadows, Maria Calhoun, Dawn King. Staff: Dave Ewick, Mary Beall, Kenny Landa, Pat Kidd.

- I. CALL TO ORDER- President Euni Rose @ 7:06 pm

- II. ADOPTION OF THE AGENDA-
Motion by Joyce Johnson
Supported by Bruce Collins.
All in favor: Aye

- III. APPROVAL OF CONSENT AGENDA ITEMS
 - A. February 5, 2021 Minutes
 - B. March 2021 Financial Reports
Dave Ewick- 94.6% of revenues received, not much revenue expected from copier fees due to building being closed to public. Library will receive funds from investment income. Use of fund balance may be needed. 48% of budget has been expended but still need to make \$1.3 million bond payment so that even though it looks like the library is much under budget, it is really right on track with expected expenditures.

Irv Lowenberg, City Treasurer: Discussed the settlement from the County.

Motion by Joyce Johnson to approve the consent agenda.
Supported by Bruce Collins.
All in favor: Aye

- IV. FORMAL REQUESTS TO ADDRESS THE BOARD – No requests to board.

- V. REPORTS
Dave Ewick: SPL has five vacant positions to be filled that have been approved by City Administrator Zorn. Two new positions are being examined by Administrator Zorn before final approval. Request for additional plexiglass from Signs by Tomorrow

going to City Council 3/22/2021. Current telephone system is at end of life and a Council agenda item is being prepared to present to City Council. FY22 budget has been approved by OMB and goes to City Administrator Zorn and on to Mayor Siver and City Council for adoption.

Fred Zorn, City Administrator: Budget will need personnel adjustment once all union contracts have been settled. Negotiation are ongoing and will be presented in final form to Mayor Siver.

VI. BUSINESS

A. Appointment of Interim Director

Fred Zorn, City Administrator addressed the Library Board regarding the importance of fulfilling the position of Interim Director until a new City Librarian is appointed. He noted that the Interim be offered the position immediately because of ongoing budget preparations and adjustment, Council agenda items that need to be presented and to handle day to day operations. Mr. Zorn highly recommends Ms. Mary Beall for the position of Interim Director. Ms. Beall has worked as Interim Director in a previous capacity and is very well qualified to manage the library. Ms. Beall works in with the City in various aspects and knows the library and has the best interest of the Southfield community in mind.

Mr. Zorn would like to involved the community in the selection of the new City Librarian. The Library Board would maintain authority over the selection process but would have input on what the community would like to see in the position of City Librarian.

James Meadows, HR Director -Strongly recommends that an offer for Interim Director be made and supports Mary Beall for the position of Interim Director of the Southfield Public Library. Mr. Meadows recommends a review of the job description and overall position of the City Librarian. There must be personnel in place to continue service and day to day operations.

Mary Beall, Assistant Library Director- Expanded and elaborated on the immediate goals for the library. The goal is to expand service to Southfield residents and open the building for browsing. The expansion would have to include protocols to safely protect patrons and staff. Staff are looking at creative ways to expand virtual services for patrons – In essence creating a library without borders.

Fred Zorn, City Administrator – There should be buy in and input from employees on how to safely reopen. Back filling vacant positions will be at the discretion of the Interim Director.

Euni Rose, Library Board President- The Interim Director will have full trust and authority to fulfill the duties of the position of City Librarian. There will be no second guessing, the Interim Director will be in charge with full authority.

Be it RESOLVED that the Southfield Public Library Board made a resolution to offer the position of Interim City Librarian to Mary Beall, to be effective March 15, 2021.

Resolution: 03102021DIR

Motion: Bruce Collins II

Supported: Joyce Johnson

Motion carried: 3-0

Fred Zorn, City Administrator – In Fall 2020 a Council Resolution was passed regarding management pay and increases. The new City Librarian will receive pay step increases when all union contracts have been settled. Previously from 2008-2014 there were no step increases for management.

Be it RESOLVED that the Southfield Public Library Board made a resolution that the salary of for the position of City Librarian will be paid to Interim City Librarian Mary Beall, to be effective March 15, 2021. Resolution: 03102021MEB

Motion: Bruce Collins II

Supported: Joyce Johnson

Motion carried: 3-0

James Meadows, HR Director – Recommends the selection process begin soon to post for the position of City Librarian. The board has the option to offer the Interim Directorship to Ms. Beall with the option to hire permanently after a specified time. Another option is to hire a Head Hunter which specializes in special recruitment handle the selection process and search for the new City Librarian. This option is considerably expensive, less Board control in the selection process. Third option for the Library Board to consider is having the City of Southfield Human Resources department handle the selection process for a new City Librarian. This option is considerably less expensive, Library Board kept apprised and involved in process and HR can assure that all aspects of the selection process is being handled according to City protocols and legal standards.

Euni Rose, Library Board President – Polled Board members regarding choice for selecting new City Library.

1. Option to hire Interim as City Librarian
2. Select Head Hunter firm to handle recruitment and selection process.
3. City of Southfield Human Resources department to handle recruitment and selection process.

Bruce Collins II, Board member – Selection 3, HR to handle recruitment process

Euni Rose, Board President – Selection 3, HR to handle recruitment process

Joyce Johnson, Board member- Like Selection 1, Option to hire Interim as City Library. Vote to accept Selection 3, HR to handle recruitment process.

Motion to have the City of Southfield Human Resources Department handle recruitment and selection process.

Motion: Bruce Collins II

Supported: Joyce Johnson

Motion passed: 3-0

IX. COMMENTS

Discussion of subcommittee to work on selection and recruitment of City Librarian. The committee would need to meet regularly to get it done faster. The committee would be comprised of Board members, City officials and community leaders. Quorum not needed to have meetings, no public notices to post. Selection is still up to the board.

Dawn King: Subcommittees will need to be looked into regarding legality of meetings.

X. ADJOURNMENT

Library Board Meeting was adjourned at 8:02 pm

Next Southfield Public Library Board meeting April 14, 2021 or as needed