

**Southfield Library Board
Wednesday, April 17, 2013
7:30 PM
Regular Meeting Minutes**

Present: Deb Evans, Carole McCollough, Julius Readus, Euni Rose

Staff: Mary Beall, Dave Ewick, Debby Wawrzyniak

Guest: Joan Price, Louise Saks Parliamentary Unit

Ex-Officio: Irv Lowenberg

I CALL TO ORDER

The meeting was called to order at 7:33 pm by Board President, Deborah Evans.

II APPROVAL OF MINUTES

Motion by Mrs. Rose, supported by Dr. McCollough,

13-11 RESOLVED that the minutes from the meeting of March 13, 2013 be approved as submitted.

AYES: Evans, McCollough, Readus

NAYS: None

MOTION APPROVED.

III REQUEST TO ADDRESS THE BOARD

Joan Price, of the Louise Saks Parliamentary Unit, was here to recognize the Southfield Public Library as one of 15 area libraries to receive a copy of "Robert's Rules of Order Newly Revised 11th Edition" in celebration of April as Parliamentary Law Month.

IV TREASURER'S REPORT

The Executive Summary for March was reviewed and discussed by the Board.

Ms. Beall arrived at 7:49 pm

Motion by Dr. McCollough, supported by Mr. Readus,

13-12 RESOLVED that the Executive Summary for March, 2013 be accepted as submitted.

AYES: Evans, McCollough, Readus Rose

NAYS: None

MOTION APPROVED.

V REPORTS

A. Junior Library Board: No report at this time.

B. Deputy City Librarian

1. **Building Update:** Ms. Beall reported that the chillers have been turned on for the season. It was discovered during the set up that one of the compressors needs to be replaced. An LBA meeting will be called to get this approved.
2. **Staff Update:** Ms. Beall reported that staff are being cross trained on all service desks. This will allow anyone to cover any service area if needed. The training is mandatory for all LICs (Librarians-in-Charge – staff assuming responsibility for the building and patrons in the absence of Library Administration) and CICs (Clerks-in-Charge – staff in charge of circulation services).

Ms. Beall announced the re-establishment of the Security Committee.

Ms. Beall also reported on two recent workshops, conducted by the City, that she, Mr. Ewick and other staff have attended. The topics included “Disability Awareness” and “The Respectful Workplace”

VI OLD BUSINESS

A. Café Update Ms. Ward has informed Mr. Ewick that a motion from the Board authorizing the City’s Legal Department to start the eviction process would be sufficient to allow her to begin terminating the contact and removing CanStrong from the space.

Motion by Mr. Readus, supported by Dr. McCollough,

13-13 RESOLVED, the Southfield Library Board does hereby authorize the City's Legal Department to begin the process to legally remove CanStrong from the café space.

AYES: Evans, McCollough, Readus, Rose
NAYS: None

MOTION APPROVED.

- B. Revenue Ideas: A number of ideas to generate additional revenue for the Library were discussed.

Mr. Ewick noted that sub-librarian Eva Gogola has experience with some of this work. It was decided that she would be scheduled for additional hours each week to focus on researching this topic. Ms. Gogola will create a report on her findings for presentation to Mr. Ewick and the Board.

VII NEW BUSINESS

- A. Due to a scheduling conflict, it was suggested that the meeting for May 15th be cancelled and rescheduled for Wednesday, May 22nd.

Motion by Mrs. Rose, supported by Mr. Readus,

13-14 RESOLVED, that the regular Southfield Library Board meeting scheduled for Wednesday, May 15, 2013 be cancelled and rescheduled for Wednesday, May 22, 2013.

AYES: Evans, McCollough, Readus, Rose
NAYS: None

MOTION APPROVED.

Ms. Wawrzyniak will see that appropriate notice is made in compliance with the Open Meetings Act.

VIII ALL OTHER BUSINESS

- A. Programming: Programs for the month of June were described.

The Board was informed that Sharon Draper has had to cancel her appearance at the Library. Staff have been assured that this appearance will be re-scheduled for another date.

- B. Correspondence: Mr. Ewick shared correspondence he received regarding the Library's policy of allowing patrons with outstanding overdue fees to continue to borrow books as long as the total amount owed by the patron does not exceed \$10.

It was decided that Mr. Ewick will notify the patron that the Board supports the current policy finding it adequate and appropriate at this time. Future changes to the policy are always possible should such a change become prudent.

- C. Other: Mr. Ewick distributed a number of handouts including a report on the state of America's Libraries for 2013 and "A Day in the Life of a Library".

The latest program by the Library's adult staff to encourage reading is "Tear into a New Book". Book suggestions are grouped by genre allowing patrons to select new titles within a genre based on previously enjoyed titles.

IX PUBLIC COMMENTS

None

X ADJOURNMENT

Motion by Dr. McCollough, supported by Mr. Readus,

13-15 RESOLVED, that the Library Board meeting for Wednesday, April 18, 2013 be adjourned.

AYES: Evans, McCollough, Readus, Rose

NAYS: None

MOTION APPROVED

There being no further business to discuss the Library Board meeting for Wednesday, April 17, 2013 was adjourned at 9:21 pm. The next meeting will take place on Wednesday, May 22, 2013 at 7:30 pm in the Southfield Room located on the 3rd floor of the Southfield Public Library, 26300 Evergreen Road, Southfield, MI 48076.

Respectfully submitted,

David L. Ewick
City Librarian