

**SOUTHFIELD PUBLIC LIBRARY BOARD MEETING MINUTES
SEPTEMBER 10, 2014 at 7:30 PM held in the SOUTHFIELD ROOM**

Attendance: Rose, McCollough, Evans, Cohen, Mancini, Beall, Ewick; special guests were Holly Veselenak, Danae Dracht and Kerry Gaydos. Not present: Lowenberg

I. CALL TO ORDER by President Euni Rose at 7:31

II. APPROVAL OF MINUTES

The board approved the minutes of the Regular Meeting of June, 2014, through a motion by Ms. Evans, with support by Dr. McCollough. Motion carried.

III. REQUEST TO ADDRESS THE BOARD – there were no requests to address the board.

Mr. Ewick introduced the Board to three of the new interns: Holly Veselenak (Adult), Kerry Gaydos (Outreach) and Danae Dracht (Youth).

IV. TREASURER'S REPORT

The Board reviewed the Revenue & Expenditure Reports. After discussion, Mr. Cohen made a motion to accept the reports as presented. Support by Ms. Mancini. Motion carried.

In a related discussion, the need for increased funding was reviewed. Suggestions of seeking more grants and corporate donations were noted; along with talking to the various private higher education institutions to see what support they could provide.

Policy question – Ewick asked for clarification from the Board in instances where a patron refuses to pay the replacement cost of a book that is not or cannot be returned. The Board decided that policy is to be followed.

V. REPORTS

Junior Library Board – Mr. Ewick noted that the Mayor's office has been contacted to seek approval of Kathryn Stinson as the new Junior Library Board member.

Deputy Librarian – Ms. Beall made the following reports.

Building Update – the air handlers are being repaired and installation of the new boilers has begun, with a completion date set for October 1.

Staff Update – Interviews for the Adult Services Coordinator have been held. Once the results have been certified by the ACS (American Civil Service) board, we will make an offer. There are two candidates for the Administrative Assistant position. HR is developing the interview questions and testing the candidates' knowledge of office skills. Interviews should be conducted the week of September 29.

VII. OLD BUSINESS

RFID project – Mr. Ewick informed the board that the RFID project has been approved by the City purchasing agent and will be presented to the City Council for approval on Sept. 22nd, with installation expected in October.

Collier prints – Mr. Ewick showed the framed prints purchased from Michael Collier that are to be installed in the Circulation Lobby in memory of City Administrator Jim Scharret. Plaques noting the donation will be placed on the wall beside the prints and one will be given to Mrs. Scharret. Staff is working to hold an unveiling ceremony with the City.

Friends move to Café space – Library Design Associates has been hired to design and configure the new Book Sale space. Cost to the Library will be \$5,000; with the remaining costs to be paid by the Friends. Mr. Cohen made a motion to approve \$5,000 in funding toward the planning of the project. Support by Ms. Evans. Motion carried.

Vending Machines – Mr. Ewick is working with Modern Vending to complete this project with two public use machines to be installed by the Tower Lobby restrooms. The Board felt the location to be inappropriate and discussed other possibilities. Mr. Cohen moved to suspend any action on this subject until next meeting. Support by Ms. Mancini. Motion carried.

Gift Acceptance Policy – The board reviewed the policy that was presented at the June meeting. The policy has been approved by the City’s Legal Dept. Ms. Mancini moved to approve the policy. Support by Mr. Cohen. Motion carried.

VIII. NEW BUSINESS

Lifestyle Magazine – Mr. Ewick showed the board an informational magazine that is being put together. He presented two questions: 1) Should the library purchase space for an advertisement in the publication (which he advised against); and 2) Whether the library should distribute the finished product when it is published (which he advocated for). By consensus, the Board instructed Ewick not to purchase any advertising in the magazine, and to maintain the current policy of not distributing materials of this type.

Ebooks – There is a change coming to the Overdrive platform. Publisher Simon & Schuster, which has not participated in Overdrive in the past, is now going to be available...with a catch. They are requiring a “Purchase Now” button be displayed on each library’s website as an opportunity for them to sell the book. This is a requirement. Ewick felt the need to get board approval before accept this change because it is so different than past experience. While not happy with the button, he feels that being able to offer S&S ebooks to patrons is worth the change; and thinks that this is going to happen more and more often.

Ewick was instructed to check with other Metro Net libraries to see how they are handling this issue and to report back in October.

Maker Space – Ewick talked about the need to start looking forward to the time when the economic climate allows the library to expand again; which he believes is coming in the next few years. He showed a PowerPoint presentation he created to explain what a Maker Space is, and how it could be one future project of the library. He encouraged the board to begin thinking about how SPL will move to the next level of library service; and shared some ideas of his own.

There was a good discussion of the need to plan for the future, with the concern that a new strategic plan should be developed first, so that any new ventures align with a cohesive overall strategy and vision for the Southfield Public Library.

IX. ALL OTHER BUSINESS

Programming – Noted author **Tavis Smiley** will be speaking in Southfield on Oct. 10 in the Pavilion 7:00 pm (in conjunction with International Fest.) This event is made possible through the work of local bookstore Book Beat and Kelly Rembert. This should be a great success.

Michigan Libraries for Life will take place the week of Oct. 13-18 – this program is designed to bring information about organ donation to library patrons. Patrons can sign up right at the library or can take information home to explore more about it.

Keyboards – there was mention that many of the public computer keyboards need to be replaced because the letters have been worn off. Ewick stated that this has been noted and is in process.

October meeting conflict – Mr. Cohen alerted Board members that October 8th is a Holiday for those of the Jewish faith and he will be unable to attend. After discussion the Board decided to move the October meeting to the 15th at 7:30.

X. PUBLIC COMMENTS – there were no public comments.

XI. ADJOURNMENT – The meeting was adjourned by President Rose at 9:57 pm.

**NEXT MEETING
WEDNESDAY, OCTOBER 15, 2014
7:30 PM**