

**Southfield Library Board**  
**Wednesday, January 14, 2015**  
**7:30 pm**  
**Regular Meeting Minutes**

**Present:** Deb Evans, Carole McCollough, Eunice Rose, Laura Mancini,  
Anthony Erebor

**Staff:** Mary Beall, Dave Ewick, Pat Kidd

**I. CALL TO ORDER**

The meeting was called to order at 7:31 pm by Board president, Euni Rose.

**II. APPROVAL OF MINUTES**

Motion by Ms. Evans supported by Dr. McCollough

RESOLVED: that the minutes from the Library Board meeting of November 12, 2014 and Special Meeting of January 7, 2015 be approved as submitted.

AYES: Mancini, Evans, McCollough, Rose

NAYS: None

**MOTION APPROVED.**

**III. REQUEST TO ADDRESS THE BOARD**

Ms. Geraldine Amato, a patron recently asked to leave the youth room and to use and adult area was present to appeal her use of the Youth Room.

Mr. Ewick gave a brief summary of the issues which lead up to Ms. Amato being asked to leave the youth area. The main issue concerns adult without children using youth room and accommodations for patrons with disabilities.

Ms. Amato addressed the Board and presented her request to be allowed to use the youth room for the Board's review. The Library Board upheld its Resolution of November 11, 2013 that Ms. Amato will have to abide by the rule of adults with children in the youth room.

A letter re-affirming the Board's decision will be sent to Ms. Amato by Mr. Ewick.

#### **IV. TREASURER'S REPORT**

- A. The Revenue Report and Library External Accounts Balance Report was distributed to the Board and discussed. .

Information will be gathered regarding the use of Gift Funds and the restrictions if any to use. Report will be given at next meeting on Denso donation, Scharret gifts, \$1000 donation and LBA fund balance.

Motion by Dr. McCollough supported by Ms. Evans

14-03 RESOLVED: that the Treasurer's Report of November, 2014 and December 2014 be approved as submitted.

AYES: Evans, McCollough, Rose, Mancini

NAYS: None

**MOTION APPROVED.**

#### **V. REPORTS**

- A. Jr. Library Board Report: No report was done.

Mr. Ewick will introduce new student representative Anthony Erebor to Teen Librarian Shari Fesko to get him acquainted with the JLB.

- B. Deputy Librarian's Report: Mary Beall

- Building Update: The boilers have been installed and are working efficiently. Adjustments will be made to alleviate heat being experienced throughout the building. .
- Staffing Update: Five candidates have applied for the Librarian 1 position and the position for Clerk 1 will close soon and the selection process will begin shortly after through Human Resources. The Library will hire from a wonderful pool of enthusiastic candidates.

Tagging project began this week with workers provided by the company re-tagging each item of the collection. The project is anticipated to take 3-4 weeks to complete. Furniture on floor 2 and 3 will be moved to accommodate express check out stations.

## **VI. OLD BUSINESS**

- A. Report on needs/priorities: Mr. Ewick discussed the needs and vacancies of each division. A list of specific duties, responsibilities and staffing concerns was presented to the Board for review. It was also determined that the library will need to beef up its collection following the exhaustive weeding project. A report will also be presented to the Board on the library's computer rotation.

Discussion regarding restructuring staffing needs was discussed. The Board discussed the possibility of having an Efficiency Expert help with designing and creating a staffing model.

Mr. Ewick and Mrs. Beall will create a list of management priorities, along with a list of what is being done now, cost and how it will be funded.

## **VII NEW BUSINESS**

No new business was presented.

## **VII ALL OTHER BUSINESS**

- A. Programming:
- B. Correspondence: Mr. Ewick shared with the Board several letters complimenting and thanking the library for service.
- C. Other: Board was given a handout of the proposed Friends Café space remodeling and the estimated cost. The Board also received a handout of the Friends Balance Sheet as of November 2014.

City of Southfield will begin its Sustainable Southfield Mind mixer program. The program will begin on January 22, 2015 and is a way for participants to help the City of Southfield in developing its long range plan. Mr. Ewick will contact the city regarding the library's input in helping with the long range plan development.

Substantial cuts will take place this year with tax form distribution. The library will only receive certain forms and no instruction booklets. Most forms will have to be printed from online or copies made of the reproducible forms.

Mr. Ewick will work with Kelly Rembert to create a program to unveil the Bryan Collier prints in February.

The library will be receiving the MLK bust donated by the MLK Task Force. Mr. Ewick will work with the MLK task force to design a pedestal to house the bust.

## **VIII PUBLIC COMMENTS**

NONE.

## **IX ADJOURNMENT**

Motion by Ms. Evans and supported by Dr. McCollough,

RESOLVED: The Library Board meeting for January 14, 2015 is adjourned.

AYES: Evans, McCollough, Rose, Mancini

NAYS: None

### **MOTION APPROVED.**

There being no further business to discuss the Library Board Meeting for January 14, 2015 was adjourned at 9:47 p.m.

The next meeting of the Southfield Library Board will take place on Wednesday, February 11, 2015 at 7:30 pm in the Southfield Room located on the 3<sup>rd</sup> floor of the Library at 26300 Evergreen Road, Southfield, MI 48076