

The Grosse Pointe Public Library
Minutes of a Regular Meeting of the Board of Trustees
October 26, 2017

There was a planned meeting of the Grosse Pointe Public Library Board of Trustees at the Central Library, 10 Kercheval Ave., Grosse Pointe Farms, Michigan on October 26, 2017. The meeting was called to order at 6:30 P.M. by Elizabeth Vogel, President. Present were Trustees Elizabeth Vogel, Sandy MacMechan, Paul Rentenbach, Robert Klacza and George Lapastora. Gregory Ulrich was excused. Kim Valice arrived at 6:40 P.M. Jessica Keyser, Library Director, was present.

Approval of Agenda

Sandy MacMechan moved to approve the agenda as amended and Paul Rentenbach supported. The motion was approved by a vote of 5-0.

Approval of the September 14, 2017 Regular Board Meeting Minutes

Paul Rentenbach made a motion to approve the September 14, 2017 Regular Board Meeting Minutes as amended and Sandy MacMechan supported. The motion was approved by a vote of 5-0.

Letters About Literature-Claire Juip

Randy Riley and Cathy Lancaster from the Library of Michigan were on hand to honor Claire Juip, winner of Letters about Literature. Claire wrote a letter to the author of a book very meaningful to her, *Wonder*. Claire's letter won the National Award. Claire won \$250 to award to the Library of her choice and she chose the Grosse Pointe Public Library. Claire presented the Library with a \$250 check and in return Library Board President, Elizabeth Vogel, presented Claire with a proclamation honoring her and thanking her for the donation.

Outreach Presentation-Kathleen Gallagher

Kathleen Gallagher is the Outreach Librarian at Grosse Pointe Public Library. Outreach services are generally for infrequent Library users, non-users and those who are traditionally underserved. Kathleen gave the Board the background of the position and talked about what the job entails. Kathleen works both regular desk hours and also visits local schools and senior living residences. Kathleen also represents the Library on the Connecting the Community Taskforce. The Connecting the Community Task Force is made up of representatives from several Grosse Pointe organizations. The goal of the task force was to identify isolated residents and connect them with community resources. In her outreach librarian role, Kathleen Gallagher will present "How to Start a Book Group" to connect readers in the community. The Library has teamed with Beaumont Hospital to present Story Corps. Story Corps will match volunteers to tell their stories with Grosse Pointe High School interviewers.

Ms. Gallagher will continue to increase Outreach services by offering mobile sign-ups for Library Cards and attending events that take the Library out into the community. Jessica Keyser mentioned Kathleen was very impressive in her interview and has brought new life to the position.

Library Director's Report

Library Director Jessica Keyser announced Library drop boxes are in place at the Village of Grosse Pointe Shores Municipal Building and at the Grosse Pointe Park City Hall. A drop box for Central will be ordered next. Ms. Keyser attended Authors to the Pointe at the War Memorial. The event was wonderful and praised by employees and patrons. The Bike, Walk, Drive Safely collaboration with Macomb County was a big success. The reflectors and safety lights were passed out at Halloween events at the three GPPL branches and the kids loved them. Library Board of Trustees President and Elizabeth Vogel thanked everyone for their work to make this happen and added she enjoyed the chance to mingle her two jobs. Director Keyser advised the Board there will be some new lines in the statistics report to the Board. These additional lines will show the number of non-returned items which the Library will be able to monitor.

Action Items

Approval of Monthly Check Register. The Director reviewed the check register. Sandy MacMechan moved to approve the monthly check register and Paul Rentenbach supported. The motion was approved by a vote of 6-0.

Approval of Amended and Restated Bylaws. Paul Rentenbach reviewed changes to the Foundation bylaws and moved to approve. Sandy MacMechan provided support. The motion was approved by a vote of 6-0.

Approval of Updated Raymond James Resolution. Matt Swegles advised the Board this is a matter of housekeeping as the original resolution still listed the former director. Paul Rentenbach moved to approve the updated Raymond James Resolution and Sandy MacMechan supported. The motion was approved by a vote of 6-0.

Approval of Proposal for Services of WJ Schroer Co. Bill Schroer answered questions regarding his company's proposal for the 2018 Library millage campaign via Skype. WJ Schroer is the company contracted for the millage campaign in 2012. Mr. Schroer answered questions on the timing of the campaign and when to place the millage on the ballot. Mr. Schroer advised a special or government ballot is better than a presidential ballot. Library Labor Attorney Steve Schwartz advised city clerks do not like special elections and reminded the Board tax money cannot be used to advocate how users vote but Library can give facts such as what was gained with the millage money and what could be lost if the millage were not approved. Library Director Jessica Keyser reminded the Board the former Library Director, Vickey Bloom, asked the Friends and the Foundation to reserve \$10,000 per year to help fund the campaign. Elizabeth Vogel stated there are four stages to the plan and it is defined in the proposal. The proposal is for WJ Schroer Co to provide services for a millage campaign for 180 days, including focus groups, at a cost of \$40,000. Robert Klacza moved to approve the proposal for services of WJ Schroer Co and Paul Rentenbach provided support. The motion was approved by a vote of 6-0.

Information and Discussion

Finance Report: Library Director, Jessica Keyser, presented the financial statements to the Board for discussion. The Library is one third of the way into the fiscal year. Tax money should start arriving in January.

Job Descriptions and Compensation: Library Director Jessica Keyser reviewed proposed job descriptions and compensation plans for 3 Branch Managers and 1 Marketing and Programming Coordinator as approved by the Strategic Plan. This plan also addresses the opportunity for wage promotion as regarding the Assistant Director position. The Michigan Education Association, our current labor provider, doesn't allow for supervisors to oversee employees in the same union. If the majority of the 3 Branch Managers decide to join a union they may look for one to join. Sandy MacMechan asked whether Board members could work to refine the job descriptions and Elizabeth Vogel responded it isn't the Boards job. Ms. Vogel stated the Board hired Jessica Keyser to run the Library, although Jessica is always open to suggestions.

Friends of the Library Report

The Friends of the GP Library are very busy in the fall. The Ewald book sale brought in \$1,622 and the costume sale at Woods made \$762. The Friends also celebrated their first Friends of the Library Celebration and registered 18 new Friends. Next big event is Halloween in the Village and the Friends will pass out 1,600 books to Trick or Treaters.

Grosse Pointe Library Foundation Report

Gary Colett communicated to the Board a week from tonight the Foundation has their second meeting of the year. Fund raising season starts with the Annual Mailing which will be done in collaboration with the Friends. Millage discussions are underway. The Library has asked the Foundation to help cover the cost of the new lighting at Central. Mr. Colett says the lighting is great and the public has been very complimentary and the Foundation plans to help pay. Mr. Colett confirmed the Friends of the Library will not share the cost of the new lighting at Central.

Old Business

None.

New Business

None.

Public Comments

John Clexton, Ewald Branch Coordinator, is the Librarian group Union president. Mr. Clexton says the fact finding report should be submitted soon. John also stated the Union members are uncomfortable in having friction between the Library and the staff especially with the forthcoming millage campaign and implementing the Strategic Plan. John had three points to make: 1. Ability for the Library to pay for insurance isn't an issue as evidenced by the \$40,000 just approved to pay for someone to run the millage campaign; 2. The Staff met with both insurance representatives and the Messa plan, which all 28 of the Union members want, is less than the Library proposed plan; 3. The Union feel talks need to continue with the Library Administrative team. John concluded by adding the staff doesn't want division but wants to come together as a team.

Catherine Ricard is a Youth Librarian and Union Secretary. Catherine says the Library has a great team of staff, many of whom have spent their careers at the Grosse Pointe Library. The staff share good times and bad and it is clear by looking at the faces of fellow staff they are stressed financially and worrying about having health coverage that doesn't meet their needs. Stress causes a lot of problems and Catherine hopes the Library Union and Administration can sit down together to discuss and resolve this issue.

Comments by Trustees

Sandy MacMechan thanked Laney Corrado for her great article and photo in the Grosse Pointe News and thanked Joanne Dennis for the wonderful Banned Books displays and for picking up books at Ewald.

Enter Closed Session to Discuss Labor Negotiations

Sandy MacMechan moved to enter closed session to discuss labor negotiations and George Lapastora supported. The motion passed by a vote of 6-0.

Adjourn Closed Session and Return to Public Meeting

Paul Rentenbach moved to exit closed session and Sandy MacMechan supported. The motion passed by a vote of 6-0.

Announcements of Future Meetings of the Board

Elizabeth Vogel announced the next regular meeting of the Board will be held on Thursday November 16, 2017 at the Central Library at 6:30 P.M.

Upon motion made and seconded, the meeting was adjourned at 8:30 P.M.

Respectfully submitted,



Sandy MacMechan