

**Berkley Public Library  
Board Meetings Minutes  
June 9, 2021**

**Present:** Matt Church, Library Director (virtually attending from Berkley); Rita Van Brandeghen (virtually attending from Berkley), chairperson; Carol Hermann (virtually attending from Berkley), Amanda Rohda (virtually attending from Berkley), Mary Jo Armstrong (virtually attending from Berkley), and Jordan Paterra (virtually attending from Berkley), Board Members; Natalie Price (virtually attending from Berkley), City Council Liaison.

Meeting convened at 7:00 p.m.

Minutes from April 21, 2021 were approved as printed.

**Librarian's Report:**

The Library Director presented his reports on staff, building and grounds, programming, finances, technology, and the Friends of the Berkley Public Library fundraising.

Highlights of the report include:

- The library is putting together a video to promote its digital services (Overdrive, Libby, Hoopla, and Kanopy). Director is excited. Video will be shown on TV and online. Discussion regarding Overdrive's potential takeover of Kanopy took place.
- Staff workroom renovation primarily completed in one day. Staff is in the process of settling back in. Library currently has an abundance of old and new carts. Once the transition out of the pandemic occurs, the library will get rid of some of the old carts.
- Congressmen Andy Levin held a virtual library town hall and gave a "shout out" to BPL as his hometown public library.
- Quarantine times for the library has transitioned down to zero days. There is currently a backlog of books in quarantine, but staff is quickly processing and turning the books over.
- Berkley Friends of the Library met in May. Board Member Amanda Rohda is now the president. Lots of new faces on the Friends board. The Friends will have a pop-up book sale on June 19 from 10am to 4pm, the weekend of the Berkley Garage Sale. The sale will occur on the porch area. Prices will be "pay as you want."
- The Tuesday afternoon book club remains the highest attended program. It will remain virtual for at least one more month. Book club members who are currently in Florida are pleased with this outcome.

**Old Business:**

Circulation: Overall circulation is increasing, especially when compared with April and May 2020 numbers. The percentage of Berkley users is higher than in recent years, at 84%. Director expects to see continued rise in circulation now that the Library is open for "Grab and Go." Director expects a rise in circulation especially with respect to the audio/visual materials (DVDs and CDs).

### COVID response:

- The Library is open to patrons for “Grab and Go.” The first patron in fifteen months arrived on Monday June 7, 2021. She was celebrated and set the tone for the day. The returning patrons were appreciative and grateful for the work the staff had done throughout the pandemic.
- Currently, the Library is nowhere near capacity. The Library is averaging six patrons at a time. Patrons are browsing, checking materials out, and leaving.
- Staff is energized for the return of patrons and the ability to interact face to face.
- Staff has not experienced any mask confrontation issues.

### **New Business:**

#### Code of Conduct:

- The Board approved by unanimous vote the update to the Berkley Public Library Code of Conduct to include a point not allowing unwanted photography/video recordings of works and patrons.

#### Materials Selection Policy:

- The Board approved by unanimous vote the update Berkley Public Library Materials Selection Policy to include the City’s Non-Discrimination Policy.
- The American Library Association was discussed. The Library is not currently a member, primarily because of cost. Director said the Library is a member of the Michigan Library Association. Director will investigate joining the ALA. City Liaison stated would support increase in budget for joining the ALA. The Board also asked Director to be in touch with ALA regarding its Bill of Rights and ask whether update to the Bill of Rights is necessary.
- The Board discussed the Request for Reconsideration form, which has not changed for years. Since Director has been with Library, there have been no formal challenges, but there have been informal discussions that were resolved.

#### Library Board Applications Review

- The Board discussed the City’s updated process. City Liaison discussed reasoning for process. Concerns were addressed. Chairperson Van Brandeghen’s term is up this year and applied to be reappointed. The Board unanimously recommended reappointment. Chairperson’s name will be submitted to City Council.

#### August Meeting Date

- The August meeting date was moved to August 11, 2021, at 7pm. The meeting will be held in person.

#### Miscellaneous Items

- The Berkley Street Art Festival’s footprint is expanding this year and will include the Library’s location. Access to the Library’s parking lot will be closed. The Library will be open as normal. The parking lot closure will be communicated to the public. The Director will discuss a potential book sale with the Friends during the Art Festival.
- The Director has put an order in for two additional hot spots. Director discussed the reasonings, popularity, and a Berkley priority list for the hotspots.

**Update from City Council Liaison:**

- Grand opening of Oxford Park discussed. The splash pad and restrooms will open. It will have free internet, just as the other city buildings. The grand opening will occur on June 11, 2021 at 4pm.
- The Beautification Advisory Committee will be doing its annual tree walk Saturday June 12, 2021. Application will be given to those community members who are eligible for an easement tree.
- The Citizens Engagement and Advisory Committee has created a Facebook group, titled The Berkley Community Resources Group, to share community resources. The group currently has 400 members.
- City Council is approving community events.
- Inquiry about sidewalk replacement and tree removal. More information will be forthcoming.

**The meeting was adjourned at 8:05pm.**

**Next Meeting: August 11, 2021, 7pm.**

**Respectfully submitted, Jordan Paterra**