

Berkley Public Library Board Meeting Minutes 17 February 2021

Present: Matt Church, Library Director (virtually attending from Berkley); Rita Van Brandeghen (virtually attending from Berkley), Chairperson; Amanda Rhoda (virtually attending from Pentwater), Carol Hermann (virtually attending from Berkley), Jordan Pattera (virtually attending from Berkley) and Mary Jo Armstrong (virtually attending from Berkley), Board Members; Natalie Price (virtually attending from Whitmore Lake Township), City Council liaison.

Meeting convened 7:00 p.m.

There were no public comments.

Minutes from 16 December 2020 meeting were approved with edit reflecting location of board members and council in attendance.

Librarian's Report:

The Library Director presented his reports on programs, services, and staff for December and January. Highlights of the report included:

- All-staff training sessions occurred on December 11th and January 25th. The library was closed to the public for both days. Staff was scheduled in building after training to continue library operations.
- The City's Merit System guide was under review with Matt asked to chair the committee.
- Director continues to attend regular department head meetings.
- Story time started back up with 24 people participating in 4 virtual story times in January.
- The two Letters to Santa drop-in outdoor crafts were successful with 64 people participating. Other events included: the LEGO Build Challenge (19 patrons), the December take home craft (75 kids and 21 teens), the youth book club (1 in attendance), the Introduction to Meditation virtual program (13 patrons), and the Tuesday Afternoon Book Club (18 patrons Dec. attendance/20 patrons January attendance).
- The Introduction to Meditation course will continue in an every other month format moving forward.
- The library also participated in the local meats virtual program.
- WiFi hotspots are now available for loan from the library.

Old Business:

- December/January circulation was reviewed.

- Circulation numbers have remained consistent with digital use of materials continuing to rise.

New Business:

- A roof drainpipe was replaced in the library. Repairs will need to be done due to water damage from the leaking pipe.
- The Friends will have their next meeting on Monday, February 22 via Zoom. It was noted there are some positions opening within the Friends in which information regarding this will be emailed.
- The library is working with a paper recycling company (GLF) to assist with recycling of books, which will be available soon.
- The library continues to serve the public through curbside pickup and Berkley delivery.
- There are 3 WiFi hotspots available for loan from the library.
- A local resident asked the library to serve as a drop-off location for Her Drive. The collection box was filled many times by the community.
- Library chairperson suggested new library programming to possibly include education on the electoral college. Matt will research potential for this.
- RB digital is merging into Overdrive through Libby.
- Auto renewals have been helpful for patrons.
- The Library's annual report for FY 2019-2020 was reviewed.
- The Library's budget for FY 2021-2022 was reviewed.
- One of the capital projects included replacement of furniture in library staff back workroom. It was noted that the library's project of stand-alone study rooms is on hold at this time due to the pandemic affecting library revenue.
- The Audio-visual budget was underspent this year due to less product being released because of the pandemic.
- The library currently has two vacant positions which are being kept on the books for now.

Update from City Council Liaison:

- Natalie reported that the city renewed its SMART contract.
- No other updates reported.

Other Matters

No other matters were discussed.

The meeting was adjourned at 8:02 p.m.

Next meeting – 7 p.m. Wednesday, 21 April 2021.

Respectfully Submitted,

Mary Jo Armstrong

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