

Berkley Public Library Board Meeting Minutes 18 June 2025

Present: Matt Church, Library Director; Amanda Rhoda, Chairperson; Carol Hermann, Rita Van Brandeghen, and Margaret McGee, Board Members; Ross Gavin, City Council liaison.

1. Call to Order:

Meeting was called to order at 7:00 p.m.

2. Public Comments:

There were no public comments.

3. Approval of Minutes from May 21, 2025 meeting:

Upon motion of Amanda, seconded by Carol, the board unanimously approved the minutes as printed.

4. Librarian's Report:

- The library has returned to summer hours (Memorial Day through Labor Day). The library will reopen on Saturdays after Labor Day.
- Lisabeth Conger was promoted to Library Assistant effective May 5 and will be assuming a larger number of professional librarian duties.
- Lauren and Wendy set up a display of the new Vox book collection. Check out of the collection has been brisk as the books are proving to be very popular.
- Matt reported that programs were well attended in May.
- Michigan Dept of Health and Human Services has discontinued providing free COVID test kits to libraries for distribution to the public.
- The spring book sale hosted by the Friends raised over \$3,000.
- Kit Charlton has joined the staff as a substitute librarian.
- The next meeting of the Friends of the Berkley Library will take place on Monday, September 22, 2025.
- Matt continues to attend regular department head meetings.
- A leak in the new HVAC system from a clogged condensation drain caused damage to some office furniture, a keyboard and some ceiling tiles. Water was also leaking from two light fixtures. HVAC technicians came to make repairs and the system continues to be monitored.
- Approximately 400 new books ordered through our main vendor have been backlogged for some time. After checking into this, the order was cancelled and a new order placed through a backup vendor. Staff will continue to monitor future orders to ensure this doesn't become an ongoing problem.

5. Old business:

- Circulation statistics in April and May were up over last year's numbers.

6. New Business:

- Despite funding cuts, the Library of Michigan is still able to provide professional development grants for the remainder of the year.
- The Michigan Library Association continues to keep us updated on funding cuts.

7. Update from City Council liaison:

- Ross reported on the opening of the new Dorothea pocket park.
- Ross indicated that three council seats and the mayor's seat will be up for election in November. Deadline for filing signature petitions is July 22, 2025.
- A handbook outlining procedures and responsibilities is being created for appointees to boards and commissions.
- The city is also working on a new template for board and commission meeting minutes. Minutes will now also need to be submitted to the city within 8 days after meeting.
- The Mug and Jug has a planned expansion at 12 Mile and Greenfield.

8. Adjourn

- The board adjourned at 7:40 p.m.

The next meeting will be held Wednesday, July 16, 2025 at 7:00 p.m.

Respectfully submitted,

Carol P Hermann