



Board of Trustees Regular Meeting
MINUTES
Thursday, September 15, 2022 at 4:00pm
Kingsley Branch Library
213 S. Brownson Ave., Kingsley, MI 49649

1. Call to Order

The meeting was called to order by President Odgers at 4:04pm. Present were: Odgers (President); Pakieser (Vice President); Sullivan (Treasurer); Wescott (Secretary, arrived at 4:22pm); Vickery, Jones, and Deyo (Trustees). Also present were: Howard (Director); Radjenovich (Assistant Director for Finance and Human Resources); Smith, McKenna, Schuck, Barritt, Brady, Lentz, Olson, and Carpenter (Staff).

2. Pledge of Allegiance

All members in attendance recited the Pledge of Allegiance to the Flag of the United States of America.

3. Approval of the Agenda

It was MOVED by Pakieser, SUPPORTED by Sullivan, to approve the agenda as presented. Motion CARRIED.

4. Public Comment

President Odgers opened the floor for public comment. There was none.

5. Consent Agenda

- a. *Approval of Minutes - Regular Meeting of August 18, 2022*
- b. *Department Reports*
- c. *Finance and Facilities Committee Report – September 6, 2022*
- d. *Policy and Personnel Committee Report – September 6, 2022*
- e. *Financial Report – Narrative | Expenses | Revenues*
- f. *Member Library Communications – FLPL | IPL | PCL*
- g. *Friends of TADL Report – Donna Hornberger, President*
- h. *Correspondence*

It was MOVED by Jones, SUPPORTED by Pakieser, to accept and affirm receipt of the Consent Calendar information. Motion CARRIED.

6. Items Removed from the Consent Calendar

No items were removed from the Consent Calendar.

7. Director Report

Howard confirmed her written report and added the following:

- Intern, Nerissa Godfrey, has also been trained as a substitute and continues to sub following the completion of her required hours for internship.

- Howard noted a general increase in materials challenges within libraries everywhere, often accusing librarians of corrupting children among a host of other negative comments.
- The Bookmobile has been on the road many times since its acquisition and the interior is getting installed now.

8. **Old Business**

a. *Discussion – Monument Sign RFP Results: Image 360 | Prolmage*

Howard noted that the monument sign RFP brought in three proposal, however one was received after the deadline and, at the advice of Counsel, was not opened. The remaining two companies were invited to the meeting. Kirk Phipps, from Prolmage, presented his proposal, explaining the thoughts behind the designs created as well as information on local codes on dimensions and materials to be used. The trustees discussed their opinions and asked many questions. One of the designs was preferred overall, and the trustees agreed that they would like Prolmage to make a few changes to the mock-up for review at the next Finance and Facilities Committee. There was no representative from Image 360. It was **MOVED** by Deyo, **SUPPORTED** by Sullivan, move forward with Prolmage as the chosen company with Prolmage providing a revised design mock-up as discussed and then bringing it back to the board for final approval. Motion **CARRIED**.

9. **New Business**

a. *New Policy: 7.4 Whistleblower Policy*

Howard noted that a whistleblower policy is required by the State of Michigan. The policy presented has been revised by Adams (Labor-Relations Counsel) and reviewed by the Policy and Personnel Committee. It was **MOVED** by Vickery, **SUPPORTED** by Pakieser, to adopt the new policy 7.4 Whistleblower Policy as presented. Motion **CARRIED**.

b. *Policy Removal: 7.9 Remote Work Policy*

Howard reminded the board that the remote workplace policy created in 2020 was a result of the MIOSHA emergency rule during the COVID pandemic and is no longer in effect. Vickery noted that the Policy Committee determined that this is an operational issue rather than a board level policy. Howard is working with Counsel on a necessary remote work policy language for the Employee Handbook. It was **MOVED** by Vickery, supported by Pakieser, to remove 7.9 Remote Work Policy. Motion **CARRIED**.

c. *Resolution: Authorization to Spend Up to \$32,118 from Public Improvement Fund*

Discussion was had regarding several projects that are near completion requiring further estimated expenditures, including: \$3500 for a mural in the Youth Story Room out of the Youth Services Restricted Fund; \$8200 for the purchase and installation of the permanent Story Walk signs out of the Unrestricted donations Fund; \$6000 for completion of the Circulation Work Area Phase 2 out of the Unrestricted donations fun; and \$14,418 for a new CD/DVD cleaner from the Unrestricted Donations Fund (Marion Talbot bequest). These funds are all currently held within the Public Improvement Fund. It was **MOVED** by Jones, **SUPPORTED** by Wescott, to approve the expenditure not to exceed \$32,118 from the Public Improvement Fund to complete the four (4) projects as discussed. A roll call vote was taken with the following results:

Pakieser – aye	Sullivan – aye	Deyo – aye
Jones – aye	Vickery – aye	
Odgers – aye	Wescott – aye	

Motion **CARRIED** with seven (7) aye.

d. *Narcan Training*

Vice President Pakieser, MSN, RN, FNP-BC provided information on opioid addiction/overdose and training on the use of Narcan, an easily administered nasal spray used to quickly reverse a drug overdose by blocking the effects of an opioid. Howard noted that every service desk at the Main library and the Kingsley and East Bay branch libraries have Narcan kits and supplies for use in the event of an overdose emergency. Vice President Pakieser will also be providing the same training to all employees at the annual in-service in November.

e. *Discussion: Collection Development (TADL Policy)*

Following a request at a prior board meeting from Trustee Deyo to discuss and learn more about the materials selection process, the board had a lengthy discussion about how materials are selected, publishing industry challenges as it relates to acquisition, diversity audits, and how to be prepared for any challenges received. Howard emphasized that the public has a First Amendment right to read what they want to read and the library provides materials for that right. Librarians are passionate about that Constitutional right and will always fight for that right, using the First Amendment as the legal argument against a challenge. Simple offensiveness is not a legal argument to remove a book. Well-curated library collections likely have something to offend everyone.

The following staff discussed their selection process and thoughts and experiences with challenges: Linda Smith, Head of Teen Services; Melissa McKenna, Head of Adult Services, Aaron Olson, Head of Sight and Sound, Andy Schuck, Head of Youth Services; and Amy Barritt, Kingsley Branch Manager.

Board members expressed sincere appreciation for the discussion with staff. The job of collection development was shown to be very complex, well thought, with material and programming decisions made from a solid industry principled base. The prospective of passionate service was evident in all conversations. The discussion also revealed insight as to budget constraints. It was agreed that all board members felt better informed and had a deeper understanding of the process and the ideals that go into a library collection that represents who and what a public library is for: a diverse community of people and interests.

10. **Public Comment**

President Odgers opened the floor for public comment. The following people addressed the board: Heather Brady, TADL's Marketing and Communications Manager, noted that September is Library Card Sign-Up month. Banned Books Week, September 18-24 is a library tradition and many of the past years' banned books posters will be displayed throughout the library; Melissa McKenna, TADL's Head of Adult Services, invited everyone to the final Community Conversation on addiction recovery and noted that purple is the color to celebrate addiction recovery.

11. **Trustee Comment**

President Odgers thanked Deyo for pushing the questions and suggesting a discussion on the collection development process. Jones expressed gratitude that TADL would not remove books from the library simply due to a challenge.

President Odgers thanked everyone for their support during her breast cancer journey. She also thanked Kingsley Branch Library, for hosting the TADL board meeting at the Kingsley Branch Library.

12. **Closed Session**

A closed session was not needed.

13. **Adjournment**

With a motion to adjourn by Wescott, supported by Pakieser, President Odgers adjourned the meeting at 6:16pm.

Respectfully submitted,

Approved by board vote on October 20, 2022

V. Carpenter, Recording Secretary

J. Wescott, Board Secretary

APPROVED