

Berkley Public Library Board Meeting Minutes 18 December 2019

Present: Matt Church, Library Director; Rita Van Brandeghen, Chairperson; Carol Hermann, Amanda Rhoda, and Christopher Rennie, Board Members; Natalie Price, City Council liaison.

Meeting convened 7:00 p.m.

There were no public comments.

Minutes from 20 Nov 2019 meeting were approved.

Librarian's Report:

The Library Director presented his reports for November on programs, storytime room renovation, and staff. Highlights of the report include:

- Programs were plentiful and well attended in November.
- Matt continues to attend bi-monthly department head meetings at City Hall.
- The storytime room renovation has been completed, including new furniture, color palate, and carpet tiles, as well as fresh paint. Patron response has been favorable.
- The library was the drop-off point for the Oakland County Sheriff's Office cold-weather coat drive as well as a locally-sponsored diaper drive. Both efforts had great community response.
- A Senior information kiosk has been placed in the library with information on Senior-related resources. It is being maintained and stocked by a volunteer affiliated with a Senior engagement group.
- The library now has three donated bike locks available for loan to patrons while they are visiting the library.
- The library is now hosting a weekly chess club as part of its programming. The club is run by a Berkley resident volunteer.
- Graduate students from Western Michigan University did a team dynamics study on the library. Staff were interviewed by the students. Staff input included the desire for performance evaluations, additional staff training and development. Matt was pleased with the overall favorable response by staff regarding work environment.
- The library will be closed on 20 Dec 2019 for staff development and training.

Old Business:

- November 2019 showed the highest circulation numbers for the past three years.

New Business:

- Matt will be submitting his Annual Report to the City Council on 06 Jan 2020.
- Matt is proposing a change to fees charged to patrons who pay for services by credit card. The fee structure has been changed by our processing provider and to simplify matters, the proposal is to raise the fee to a flat 3%.

Update from City Council Liason:

- Natalie indicated that City Council is continuing to work on the point scoring system it will use for marijuana business license applications in Berkley.

Other Matters

There were no other matters discussed.

The meeting was adjourned at 7:50 p.m.

Next meeting – 7 p.m., Wednesday, 15 January 2020

Respectfully Submitted,

Carol Hermann