

Berkley Public Library Board Meeting Minutes 20 Mar 2019

Present: Matt Church, Library Director; Rita Van Brandeghen, Chairperson; Amanda Rohda, Carol Hermann, Board Members; Eileen Steadman, City Council liaison.

Meeting convened 7:00 p.m.

Minutes from 20 February 2019 meeting were approved.

Librarian's Report:

The Library Director presented his reports on programs and services, staff, finances, and building issues.

Highlights of the report include:

- Matt continues to attend bi-monthly department head meetings at City Hall and the DDA organization committee meeting.
- Programs were plentiful and well attended in February.
- Berkley resident Cathy Moras was hired as the part-time youth librarian.
- The library staff have now moved their email accounts from TLN to the City of Berkley's Gmail system.
- The inter-library adult "Battle of the Books" program was a success.
- The library hosted a NARCAN training session sponsored by the Tri-Community Coalition.
- The battery backup was replaced for the HVAC system.
- An electric heater was added to equipment that houses the alarm system as a precaution as the area was found to be unheated which could be problematic in the winter months.

Old Business:

- There are currently 2 vacancies on the library board. They were posted and 7 applications were received and reviewed by the board. It was decided to ask 4 of the candidates to attend the April meeting to meet with the board.

New Business:

- The Annual Report for fiscal year 2017-2018 was reviewed by the board and has been submitted to the City
- The proposed budget for fiscal year 2019-2020 was reviewed by the board. Matt will be submitting it at the budget meeting on Monday, 25 Mar 2019 to be held

with the city manager, finance director and finance staff. The budget will be finalized in May.

- The Friends of the Berkley Library will be holding the Spring Book Sale at the library this year from May 9-11th.

Update from City Council Liaison:

- Eileen indicated that the City has outsourced its building inspections and code enforcement to McKenna Associates.

Other Matters

There were no other matters discussed.

The meeting was adjourned at 8:15 p.m.

Next meeting – 7 p.m. Wednesday, 17 April 2019

Respectfully Submitted,

Carol Hermann