



East Lansing Public Library

Board of Trustees

Carole Dodgson, President
Paul Cervenak, Vice President
Amy Zaagman, Secretary
Martha Smith
Lance Wilkinson

City Council Liaison
Erik Altmann

Staff Liaison
Kristin Shelley

**EAST LANSING
PUBLIC LIBRARY**
950 Abbot Road
East Lansing, MI 48823

(517) 351-2420
www.eipl.org

MINUTES

March 21, 2018 at 4:30pm

East Lansing Public Library Board of Trustees Meeting
Library 3/4 Meeting Rooms
950 Abbot Rd.

- 1) Call to Order
Dodgson called the meeting to order at 4:34pm.
- 2) Roll Call
- 3) Trustees Dodgson, Zaagman, Smith and Wilkinson were present. Trustee Cervenak was absent. Also in attendance were Friends President Maureen McCabe-Power, Head of Customer Experience Jason Shoup and Library Director Kristin Shelley. City Council Liaison Erik Altmann arrived at 5:10pm.
- 4) Opening
 - A) Approval of February 21, 2018 Meeting Minutes
Smith moved.
Zaagman seconded.
All in favor.
Motion carried.
 - B) Approval of Current Meeting Agenda
Smith moved.
Wilkinson seconded.
All in favor.
Motion carried.
- 5) Communications
 - A) Audience: none
 - B) Written Correspondence:
Shelley shared a thank you card from the Whitehills Schools Association.
- 6) Reports
 - A) City Council Liaison Report (occurred after New Business)
Altmann reported on:
 - City of East Lansing's fiscal year 2019 budget, revenue options and pension funding ratios
 - Introduction of Ordinance 1422 and public hearing
 - Marijuana provisioning centers
 - Update on the Park District development
 - B) Friends of the East Lansing Public Library Report
Maureen McCabe-Powers reported on:
 - Friends art for sale will be displayed on the Brick Wall Gallery in April
 - Jungwirth painting donated as a silent auction item to Books, Bites and Bids



East Lansing Public Library

7) Old Business:

A) Resolution 06-18 to approve the Core Value Definitions of the East Lansing Public Library

Zaagman moved.
Smith seconded.
All in favor.
Motion carried.

B) Resolution 07-18 to approve the revised Vision Statement of the East Lansing Public Library

Wilkinson moved.
Zaagman seconded.
All in favor.
Motion carried.

C) Library Trustee search: Discussion

Shelley reminded the board that the Trustee application is posted through 5pm on April 3, 2018. She shared the Trustee requirements and updated interview questions. Discussion included interview timeline, length and questions.

8) New Business

A) 7th Annual Books, Bites and Bids Library Fundraiser: Reminder

Shelley reminded the board that the 7th Annual Books, Bites and Bids Library Fundraiser will be held on Friday, April 13, 2018 during National Library Week. She encouraged the Board to attend and to invite their friends and family.

B) Staff in-service training day: Reminder

Shelley reminded the board that staff training will occur on Friday, April 27, 2018 from 9am-4pm. She added that topics will include active violence training, customer service and technology updates.

C) Response from the City of East Lansing to the request from the Library Board of Trustees

Shelley gave the board the information from the City of East Lansing's Finance and Information Systems Departments provided in response to their letter to the City Manager. Discussion included possible savings provided by e-rate funding.

D) Communication Outlets: Discussion

As part of the East Lansing's Age-Friendly Community Committee, the committee inquired how residents receive information about the City. Shelley asked the same question of the board. Discussion included ways of communication and the possibility of a city-wide online calendar.

9) Library Reports

A) Financial Report

Shelley provided a written financial report. Discussion included:



East Lansing Public Library

- United States Department of Education Office for Civil Rights accessibility complaint was dropped
- Library fund balance

B) Director's Report
 Shelley provided a written Director's Report. Discussion included February and March programs.

C) President's Report: none

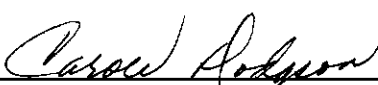
10) Announcements
 Shelley informed the board of the Moving Forward: A MSU/EL Community Healing Conversation program on Saturday. She also provided information on the 2018 One Book, One Community author and program.

11) Closed Executive Session to discuss a personnel matter
 Dodgson called for a closed executive session at 5:54pm.

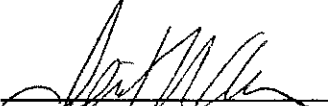
Dodgson called to return to the regular meeting at 6:17pm.

12) Adjournment
 Zaagman moved.
 Wilkinson seconded.
 All in favor.
 Motion carried.

Dodgson adjourned the meeting at 6:18pm.



Carole Dodgson
President
 Date 4/18/18



Jennifer Amormino
Executive Assistant
 Date 4/18/18