



East Lansing Public Library

MINUTES

September 19, 2018 at 4:30pm

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

Board of Trustees
Paul Cervenak, President
Amy Zaagman, Vice President
Lance Wilkinson, Secretary
Carole Dodgson
Diane Goddeeris

City Council Liaison
Erik Altmann

Staff Liaison
Kristin Shelley

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

(517) 351-2420
www.ejpl.org

- 1) Call to Order
Cervenak called the meeting to order at 4:35pm.
- 2) Roll Call
All Trustees were present. Also in attendance were City Council Liaison Erik Altmann, Friends Vice President Sheila Taylor and Director Kristin Shelley.
- 3) Opening
 - A) Approval of August 15, 2018 Meeting Minutes
Zaagman moved.
Goddeeris seconded.
All in favor.
Motion carried.
 - B) Approval of Current Meeting Agenda
Dodgson moved.
Wilkinson seconded.
All in favor.
Motion carried.
- 4) Communications
 - A) Audience: none
 - B) Written Correspondence: Shelley shared several thank you notes and accolades for the 2018 One Book, One Community events.
- 5) Reports
 - A) City Council Liaison Report
Altmann reported that at the City Council meeting on September 18, 2018, City Council approved the Park District Development Agreement and heard presentations from the companies Bird and Lime on electric scooters. He added that City Council is requesting opinions and feedback from the citizens regarding electric scooters.
 - B) Friends of the East Lansing Public Library Report
Taylor reported on:
 - August was a successful month monetarily for the Friends.
 - Ballot committee information for the library millage in 2022.
 - Brick Wall Art Gallery artist information.
- 6) Old Business:
 - A) Update on Assistant Director position
Shelley informed the board that she has narrowed the applicants to two qualified candidates that differ greatly in management style. She added



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that she has one additional reference to speak with and then will make a decision.

7) New Business:

A) Update on Teen Librarian position

Shelley informed the board that Teen Librarian, Jessica Lee-Cullin has resigned and her last day is Friday, September 21, 2018.

B) Resolution 03-19 to close the library on Friday, October 5 for a staff training day

Shelley reminded the board that the library will close at 3:30pm on Friday, October 5 due to street closures for the MSU Homecoming Parade. She is requesting to close the library all day to have Dr. Dorinda Carter-Andrews provide staff training on diversity and inclusion.

Goddeeris moved.

Zaagman seconded.

All in favor.

Motion carried.

8) Library Reports

A) Financial Report

Shelley provided a written Financial Report. Discussion included penal fines, restricted donations, fundraising, periodicals, movie licensing and a RFQ for HVAC engineering.

B) Director's Report

Shelley provided a written Director's Report. Discussion included:

- Touch a Truck/National Night Out
- One Book, One Community events
- WKAR interview with Shelley for the PBS Great American Read
- MSU International Student's Welcome outreach
- Digital circulation statistics

C) President's Report: none

9) Announcements

Shelley announced:

- Dr. Mona Hanna-Attisha in conversation with US Senator Debbie Stabenow was a successful event.
- Executive Director of the Michigan Library Association has tendered her resignation within six months. Shelley will lead the search for her replacement as President of the Board of Directors of the Michigan Library Association.
- East Lansing Welcomes the World is Sunday, October 7.
- David Roth concert, "American Creed" film screening and panel discussion is September 20.

10) Adjournment

Wilkinson moved.

Dodgson seconded.



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All in favor.
Motion carried.

Cervenak adjourned the meeting at 5:10pm.

Paul Cervenak
President
Date 10-24-2018

Jennifer Amormino
Executive Assistant
Date 10/24/18