

Cromaine District Library
Regular Board Meeting
Thursday February 15, 2024

Trustees Present: Jeannine Gogleski, Dawn Smith, Rebecca Basley, Rebecca Fedewa, Nancy Rosso, Holly Naylor

Members Absent: Mary Cafmeyer

Staff Present : Lucy Fluture, Sarah Neidert, Darlene Randolph

Public Present : Kate DeRosier, Nicole Matthews Creech

Virtual attendees: Tiffany Baird, Val Gogoleski, Kim Armstrong

I. President Naylor called the meeting to order at 7:02 pm.

II. Approval of Agenda

Trustee Gogoleski asked to amend the agenda by adding Item F. to VI.
Discussion Community Relations minutes regarding zoom during board meeting.
Director Neidert would like to add Item D. to VII. Decision – Adopting Strategic Plan for FY 2024-2028.

Approval of
Agenda

Vice President Rosso moved to approve the Amended Agenda, seconded by Trustee Smith.

Ayes: All

Nays: None Motion Approved

III. Approval of Consent Agenda

Treasurer Fedewa asked to have the Consent Agenda corrected by removing her name from 1/18/24 minutes under A. Election of Officers, to Holly Naylor's name.

Approval of
Consent
Agenda

Treasurer Fedewa moved to approve the Amended Consent Agenda, seconded by Trustee Gogoleski.

Ayes: All

Nays: None Motion Approved

A. Approval of Regular Meeting Minutes 01/18/24

B. Acknowledge receipt of the December Financial Reports and payment of

December invoices totaling \$45,405.61 and payroll obligations totaling \$104,809.93.

C. Directors Report

D. Committee Reports

Community Relations and Strategic Planning Feb. 13

Personnel Committee Feb. 02

Finance Committee Feb. 08

IV. Call to the Public

Nicole Matthews Creech spoke to the board

Kate DeRosier spoke to the board

V. Directors Report/Lucy Fluture-Youth Services Manager

Directors
Report

Director Neidert met with Community Engagement and went over the Music Hall Organ fundraiser. To date, the library has secured \$5,000.00 sponsorship from Don Thompson. The tickets for the fundraiser are on sale online and at the Circulation Desk. She is thankful how the Messiah Choir has taken great leadership with this fundraiser event.

Liz Welch, our Community Engagement Manager has secured the bands for our summer concerts coming this July. The Funny Dumplings, a part of our Beat the Winter Blues Series, was well-received at the Music Hall.

Our new generator is complete and passed inspection. There was no negative feedback from the public on having to close Feb. 5th- Feb. 7th for installation and work on the electrical portion. She appreciates Scott Wren for all the extra work he has done on this project.

The value of the building increased with a recent assessment from our Property & Liability Company. The last assessment was 1996.

Fluture-Youth Services Manager

Collections: Literacy Collection is growing! Reminder: This is a collection of books, movies, and other resources with the goal of helping the struggling readers in the community. We just added some books for those who struggle with dyslexia, as well as additional decodable books. The books for folks who struggle with dyslexia are written in a special font that eases the reading journey.. The decodable books are books that focus on a particular sound or phoneme and repeat it over and over in a fun story. Samples of these books were passed out to the board.

Programming: We have been hard at work with our regular programming this school year. Storytimes are going strong, as are all of our elementary, tween, and teen programs. We have over 40 teen volunteers this year, with three more added in January. We are almost done with our Winter Reading Challenge, and at this point, we have 70 finishers, with, I expect, many more to come before the end of the month! It feels crazy, but we are already hard at work planning our upcoming summer line up, and I'm sure you'll be seeing details about that soon!

Outreach: We've been out and about the Hartland Community a fair bit during the last few months. We've had book-talks at multiple schools, attended the Kindergarten Orientation (where we started library cards for 30 people!), and are planning for a few upcoming school events as well, both at the library and at the schools.

VI. Discussion

A. Strategic Plan Presentation by ReThinking Libraries (virtual)

Janet Nelson from ReThinking Libraries presented the 2024-2028 High-Level Strategic Plan via zoom. She mentioned that this is a community project not just a library project. She explained the steps going forward and talked through how they arrived at this plan. She said that our Vision is what we are striving for, which says, “To be the community’s essential destination for connection, enjoyment and learning.”

Vice President Rosso asked if the consultants will help us through part of our work plan. Director Neidert replied yes that they are contracted for the first year. Trustee Basley wondered if staff will be nervous when this is presented to them. Director Neidert said since staff was a big part of the information gathering for this Strategic Plan and the retreat itself, the hope is staff will feel excitement to start working on the action plan.

Strategic Plan
Presentation

Trustee Basley asked how this plan will be explained to the public? Director Neidert said it will be on our website, and reported on at each board meeting, as in the past.

Vice President Rosso asked how our goals stake up compared to other libraries? Janet Nelson said that it is similar to other libraries and that our community seems enthused about this going forward. One portion that might be unique is having two goals around space planning (interior and exterior) but that our exterior plan was large enough to warrant its own goal.

Board/Self
Evaluation

B. Summary of Annual Board Evaluation/Self Evaluation

President Naylor explained the two separate assessments. Overall, the Board Evaluation everybody is pretty happy with the outcome of the evaluation. She asked the board how they liked working with the new digital format. They all seemed to go through it well.

The Self Evaluation scored average to excellent. All have generally positive comments. Trustee Basley commented that this is a good exercise that enables us to look back and see how we are doing. Vice President Rosso said that it helps to have the Strategic Plan in place so we can see where we are. There were suggestions of more interaction with the Friends of Cromaine. Trustee Basley said that she would be happy to continue her attendance at the quarterly friend's meetings. At one point they spoke of a rotation of the board members' attendance at the friend's meetings. Director Neidert commented that they are a good group to work with.

Trustee Basley volunteered to bring back the "Coffee with Trustees Cart".

C. Policy #2030, final read. Changed to Public Behavior Policy, (formerly Public Conduct Policy)

Policy 2030

Director Neidert touched on the additions and corrections to this policy.

President Naylor made clarification to the public about the changes to the original policy- this new version gives a higher level of detail.

Treasurer Fedewa asked, "When enforcing this policy to a patron, do you hand them this policy"? Director Neidert responded if it comes to that, yes, along with the Violations and Appeal Policy.

They would have a right to appeal my decision-that process is: Patrons may appeal a decision (1) to limit or suspend privileges or (2) to attach conditions to any reinstatement by sending a written appeal to the Library Board within ten (10) business days of the date the privileges were revoked or limited or the conditions were made. The appeal should be sent to the President of the Library Board. The decision of the Library Board is final.

D. Committee Meeting Assignments

No changes in assignments for 2024

Committee Meeting Assignments

E. Committee Meeting Dates

No changes on Committee Meeting dates for 2024

Committee Meeting Dates

F. Community Relations/Zoom at board meetings

Trustee Gogoleski commented on the poor-quality sound issues with zoom at the board meetings. Director Neidert said that we are the only library, besides Pinckney Library, in Livingston County that carries zoom at the board meetings. The sound issue might be resolved by new equipment, but the price is anywhere between \$12,000.00-\$14,000.00. Director Neidert said that might be something to look into, if we began hosting hybrid programs, which we are not currently. President Naylor did not wish to invest that amount of money simply for board meetings. Vice President Rosso thought that was a lot of money. Trustee Smith and Treasurer Fedewa agreed. Director Neidert said we will stop offering zoom after tonight, staff will publicize the change next month, and we can see how it goes.

Zoom/board meetings

Questions/Comments from the Board:

Vice President Rosso commented on the Director’s Report Trustee Education segment about Library Class Size- she was unaware of the Director Training needed. Director Neidert said that it is necessary to receive these certifications in order to get the state aid. Vice President Rosso was interested in the different sized classes that libraries are categorized in. Director Neidert said will send the board a report on the Michigan Library Class sizes, with a link to a list. President Naylor was pleased to hear from Lucy Fluture that the Harry Potter Camp will be offered to all ages. She commented on the appreciation of Kate DeRosiers update of the Lions Eye Screening and that it is a wonderful program. Trustee Gogoleski wanted to let the board know that Heather Draft, Youth Librarian, did a great job at her school presenting book talks to the kids. The kids loved her.

VII Decisions

Policy #2030

A. Policy #2030, Public Behavior Policy (formerly Public Conduct Policy), resolution needed

Trustee Gogoleski moved to approve Resolution #2024-03, Policy #2030 Public Behavior Policy, seconded by Trustee Basley. A roll call was taken.

Ayes: Jeannine Gogoleski, Dawn Smith, Rebecca Basley, Rebecca Fedewa, Nancy Rosso, Holly Naylor

Nayes: None Resolution passed

B. Committee Meeting Assignments

Treasurer Fedewa moved to approve Committee Meeting Assignments for 2024, seconded by Trustee Smith. A roll call was taken.

Ayes: Jeannine Gogoleski, Dawn Smith, Rebecca Basley, Rebecca Fedewa, Fedewa, Nancy Rosso, Holly Naylor

Nayes: None Motion passed

Committee Meeting Assignments

C. Committee Meeting Dates

Trustee Gogoleski moved to approve the Committee Meeting Dates for 2024, Seconded by Trustee Basley. A roll call was taken.

Ayes: Jeannine Gogoleski, Dawn Smith, Rebecca Basley, Rebecca Fedewa, Nancy Rosso, Holly Naylor

Nayes: None Motion passed

Committee Meeting Dates

D. Adoption of Strategic Plan FY 2024-2028

Treasurer Fedewa moved to approve the adoption of the Strategic Plan for FY 2024-2028, seconded by Trustee Dawn Smith. A roll call was taken.

Ayes: Jeannine Gogoleski, Dawn Smith, Rebecca Basley, Rebecca Fedewa, Nancy Rosso, Holly Naylor

Nayes: None Motion passed

VIII. Upcoming meeting dates

March 13	Community Relations & Strategic Planning Committee, virtual, 12:30 pm
March 01	Personnel Committee, 11:00 am virtual
March 14	Finance Committee, 2:00 pm virtual
March 21	Board of Trustees meeting, 7 pm

IX. Agenda Items for Next Meeting:

- Strategic Plan Review
- Review Board Operating Procedures Manual
- Policy #3010, Materials Selection (Community Relations)

Items for next meeting

X. Adjournment

Motion by Vice President Rosso seconded by Trustee Basley. Adjourned at 8:05 pm.

Ayes: All

Nayes: None Motion passed

Adjournment

MARY CAFMEYER, SECRETARY
Cromaine District Library Board

Darlene Randolph, Recording Secretary
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- Agenda for Board Meeting Feb. 15, 2024
- Minutes of Regular Meeting January 18, 2024
- January 2024 Directors Report
- December Financial Reports
- Personnel Committee Minutes – 02/02/24
- Community Relations Minutes – 02/13/24
- Clean copy of Committee Assignment for 2024
- Clean copy of Committee Meeting Dates for 2024
- Strategic Plan/Lens FY 2024-2028
- Resolution #2024-03
- Motion for Committee Assignments
- Motion for Committee Meeting Dates
- Motion for Adopting Strategic Plan