2019-99 Approval of Agenda

Upon motion by Dewey, 2nd by Kool, the agenda was approved at 4:02 p.m.

2019-100 Consent Agenda

Upon a motion by Dewey, 2nd by Barry, the consent agenda items were approved.

2019-101 Budget Performance Report

Assistant Director Cook presented reports on the budget through September 30, 2019.

2019-102 Friends of the Library Report

Community Relations Manager DeVries shared the date of this year’s annual appreciation dinner, which will take place Friday, November 1.

2019-103 DIRECTOR’S REPORT: October 2019

1. Staffing: Sharon Noell, a library page is retiring from the library after serving here for the past 15 years. Congratulations to Sharon.

2. Oz Update: Everything went well for the official ribbon cutting of the Oz characters. Tulips will be planted in the area in front of the characters next week. The tree and flying monkey should be arriving in November and the witch will make an appearance next spring or summer.

3. Book Nook Lighting: After improving the Café Lighting, the Book Nook asked if we would consider using some of the money donated to improve the lighting in the Book Nook as well. This work was done this month. The lights are dimmable and are LED lights and give a much better visibility to the books being displayed there.

4. Computer System server upgrades: Lakeland Library Cooperative migrated to a cloud-based server system on Monday and Tuesday of this week. Our system was down on Monday at 5 pm and all of Tuesday and the migration went very well. All systems are up and running. Pete reported great interaction with the LLC team and their responsiveness.
5. Naturalization Ceremonies: Two more dates for naturalization ceremonies are scheduled: Friday, December 6 and Friday, December 13 with ceremonies at 10:00 and 1:30.

6. North Side Condensing Tower was installed on Tuesday, October 29, 2019. The installers are still working on the systems and will likely be here for the next week or more to complete and test the installation.

7. Big Read Little Read: This year we are again working with the Big Read and Little Read Programs and the books for this year are “In the Time of Butterflies” by Julia Alvarez, “before we were Free” by Julia Alvarez for middle grades and “The Rooster Who Would Not Be Quiet” by Carmen Agra Deedy. Book giveaways are scheduled for October 5 and programming starts in October and continues well into November. Big Read Author Keynote is on November 12 and Little Read Author Visit with Carmen Agra Deedy is on Saturday, November 9, 2019 at 11:00 am. For more information see: hope.edu/bigread and hope.edu/littleread

8. Carousel: The carousel has been moved offsite for refinishing by Joel Schoon-Tanis.

9. Senator Peter MacGregor has introduced a bill to amend Michigan’s Library Privacy Act. The amendment will enable public libraries to work with law enforcement when a crime has occurred in a library or the library is the victim of a crime. Currently the act prohibits sharing of information without a court order and libraries often violate the act.

10. Open Enrollment: Employees are currently working through the open enrollment process. The Health Insurance has stayed essentially the same with a 2.8% increase in premiums, Dental has a new limit of $1200 per person vs $800 as required by contract, and we have switched the life/add/disability insurances from Principal Insurance to Mutual of Omaha. Advantage Benefits is the broker assisting us with this process.

11. IT has upgraded self check systems and printers for both the main library and has enhanced wifi capabilities here the main library. Hopefully this means that you now have wifi connections here in the board room.

12. Maintenance has facilitated the installation of water softeners for the humidifiers on both sides of the main library. This will help the climate control of the main library and replaces worn softeners in the hvac system.

2019-104 President’s/Trustee Comments

President Kleinheksel thanked the staff for their hard work during this week’s catalog update and Tuesday morning closure. Kleinheksel requested that trustees maintain their current positions on HDL committees.

2019-105 Committee Reports

Building Committee met on October 23, regularly scheduled meeting is on December 12, 2019; Finance Committee next meeting is on February 13, 2020; Policy/Personnel next meeting is November 4, 2019 at 4:00 pm.

2019-106 Proposed Café Furniture Design

Upon a motion by VanAllsburg, 2nd by Dewey, a motion passed to approve an expenditure of up to $25,000 for café furniture from Trendway.

2019-107 Gifts

Upon a motion by Dewey, 2nd by VanAllsburg, a motion passed to accept with thanks the gifts given to the library the previous month.
2019-108  

**Adjournment**

Upon a motion by Marroquin, the meeting adjourned at 5:08 p.m.

Submitted by Sara DeVries, Community Relations Manager, Board Clerk