

Library Board of Trustees
Minutes of Meeting
March 18, 2019
Sterling Heights Public Library
40255 Dodge Park, Sterling Heights, MI 48313
586-446-2665

- I. Call to Order
Meeting was called to order by Chris Frezza, Chair, at 5:30 p.m.
- II. Roll Call
Members Present: Josephine Berthet, Shirley Cozort, Chris Frezza, Stacy Ziarko
Members Absent: Dave Brown
- III. Approval of Agenda
Motion to approve the Agenda was made by Cozort, seconded by Berthet. Motion carried.
- IV. Approval of Minutes
Motion to approve the minutes of the meeting of January 14, 2019 was made by Berthet, seconded by Ziarko. Motion carried.
- V. Communication from Citizens
None
- VI. Monthly Reports, Statistics, and Correspondence
 - A. Building-Wide Stats – FY2018 / FY2019
Board reviewed statistics. Circulation continues to be high. Library visits continue to be lower than last year. Program attendance is very strong.
 - B. Monthly Issues – January and February 2019
Board reviewed the monthly issues reports. The Books on Tap program has moved to Ike's restaurant and is going well. The new Teen Artists group has started and is working to build interest. Martin Maenza was hired as the new PT Librarian that handles Outreach. The city's latest in-service day included training for the new time card system and records retention (paper and electronic). Staff were also recognized for their years of service. Jennifer Smart, PT Librarian, was recognized as the Library's Employee of the Year.
 - C. Compliment/Complaint Forms

Board reviewed compliments. Received compliments for the Storytime class, Baby Lapsit class, Homebound/Outreach service, and the library's great collection. Staff recognition was received for Stephanie Fair. Board reviewed suggestions/complaints. Suggestion was made to make some changes to the new app. The app is run by an outside company that the Suburban Library Cooperative uses. The suggestions will be forwarded. Suggestion was made to arrange public computers so that there is more privacy. With the library's updates coming in 2020, the public computers will be rearranged, but privacy may still be a concern. Laptops will continue to be provided for those that want to sit at a study carrel or table. Suggestion was made to start collecting and circulating baking pans. The Board discussed this and while it is an interesting concept, the library would not be able to ensure sanitary standards and it may be a liability issue, so the library will not move forward with this suggestion. Complaint was received regarding having to pay for a damaged book and a mark on a page. The library will continue to bill for damaged materials but will only bill for small damages on new materials.

VII. Suburban Library Cooperative

The new app is now available.

VIII. Friends of the Library

A. Bookstore Report

Friends bookstore is participating in the Treasure Hunter's Market on May 18th.

B. Customer Appreciation Week

The Friends bookstore customer appreciation week will be held May 13 – 19. A table and cart will be in the lobby of the Library, cookies and water will be available, and a buy 2 get 1 free deal will be going all week long.

C. Fundraiser at Sterlingfest

Friends will be selling a t-shirts with the bear from Wendy Popko's winning bookmark last year, as well as selling water. Sterlingfest is July 25 – 27.

IX. Unfinished Business

A. Library Survey

The link to the survey will be available the month of April. We are hoping to get some good feedback.

X. New Business

A. Reconsideration of Library Material

Ziarko made a motion to take the recommendation of the Materials Review committee and keep the suggested material on the shelf, supported by Cozort. Motion carried.

XI. Adjourn

Motion was made by Ziarko to adjourn, supported by Berthet. Motion carried. Meeting adjourned at 6:20 p.m.