

Library Board of Trustees
Minutes of Meeting
March 21, 2022
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 5:33p.m.
- II. Roll Call
Members Present: Chris Frezza, Terry Hojnacki, Kathryn McKinney
Members Excused: Wendy Popko, Stacy Ziarko
- III. Approval of Agenda
Motion to approve the agenda was made by Hojnacki, seconded by McKinney. Motion carried.
- IV. Approval of Minutes
Motion to approve the minutes of the meeting of January 24, 2022 was made by McKinney seconded by Hojnacki. Motion carried.
- V. Communication from Citizens
There were none.
- VI. Monthly Reports, Statistics, and Correspondence
 - A. Building-Wide Stats – FY2021 / FY2022
Board reviewed statistics. Circulation is trending up as more patrons are coming back to the library. Library visits are double what they were last year at the same time.
 - B. Monthly Issues – January and February 2022
Board reviewed the monthly issues reports. The Library’s new reading challenge software hosted the first reading challenge in January “Read for a Better World”. This software will be used for the Summer Reading Program as well as for the 1,000 Books Before Kindergarten program. Staffing continues to be a struggle as PT Librarians leave for FT positions at neighboring libraries. Black History Month programs went well and the Maker Space continues to grow in attendance.

A Strategic Planning consultant was approved at the March 14th City Council meeting. A kickoff meeting will be held with Library Administration on March 28th to review timelines and documents needed for consultants.

Turgeon met with the CommUNITY Alliance Committee regarding the artwork that will be on the wall by the Teen Room. Turgeon will also meet with monks at the Buddhist meditation center later this month and the Ethnic Committee in April.

- C. Compliment/Complaint Forms
Board reviewed compliments. Compliments received for the library, its resources, and the staff from a homeschool student, and for the staff in general from a regular library patron. Board reviewed suggestions / complaints. Complaint received for being charged for a damaged book. Director discussed with staff. Suggestion received to sell bags at the Circulation desk. This will be reviewed.
- VII. Suburban Library Cooperative
Cooperative conducted automation system demonstrations and is waiting for pricing to determine next steps.
- VIII. Friends of the Library
 - A. Bookstore Report
Friends revenues are \$6,590 through March 12. The Friends the first book bundle sale of the year for March is Reading Month. They also held a Book Fair for city employees in March. Board suggested that an outside book sale be held to reach more people. Turgeon will provide that suggestion to the Friends Board.
- IX. Unfinished Business
- X. New Business
 - A. Collection Development Policy Revision
Motion to approve the revised Collection Development Policy was made by Hojnacki, supported by McKinney. Motion carried.
 - B. Photograph, Videotaping and Filming Policy Revision
Motion to approve the revised Photograph, Videotaping and Filming Policy was made by McKinney, supported by Hojnacki. Motion carried.
 - C. Presentation at City Council Meeting
The Library is scheduled to do a presentation at the City Council meeting on Tuesday, June 7, 2022. The Chair and/or Staff Liaison should provide 2-3 slides about what the Board is doing and projects they are working on. Frezza is confirmed to do this and other Board members will come to show support.
- XI. Adjourn
Motion was made by McKinney to adjourn, supported by Hojnacki. Motion carried. Meeting adjourned at 6:32 p.m.