

Library Board of Trustees
Minutes of Meeting
January 25, 2016
Sterling Heights Public Library
40255 Dodge Park, Sterling Heights, MI 48313
586-446-2665

- I. Call to Order
Meeting was called to order by Tammy Turgeon at 5:32 p.m.
- II. Roll Call
The Board provided a big welcome to our new board member Stacy Ziarko.

Members Present: Chris Frezza, June Hughes, Stacy Ziarko
Members Absent: Josephine Berthet, Dave Brown
- III. Approval of Agenda
Hughes made a motion to approve the Agenda, seconded by Ziarko. Motion carried.
- IV. Approval of Minutes
Frezza made a motion to approve the minutes of the meeting on November 16, 2015, seconded by Hughes. Motion carried.
- V. Communication from Citizens
Turgeon reported that her position has reverted back to Public Library Director.
- VI. Monthly Reports, Statistics, and Correspondence
 - A. Building-Wide Stats – FY2015 / FY2016
Board reviewed statistics. Board also reviewed annual statistics comparison for the calendar year from 1990-2015. Library visits, circulation, and program attendance are up compared to the previous calendar year. Book budget increase last year is helping to fill holds quicker.
 - B. Monthly Issues – November and December 2015
Board reviewed the monthly issues reports.
 - C. Compliment/Complaint Forms
Board reviewed compliments. Received compliments for the free scan station, Toddler Time program, Shake, Rattle & Roll program, Summer Reading program, Tween Twist Painting program. Special recognition was received for service provided by Cristina Iacopelli, Karen Stine, Jason Groth, Cathy Les, and Loa Stanislawski. Board reviewed

complaints. Patron is not happy with food allowed at the computer stations. Staff reports no other complaints. The vending machine has gone over very well with patrons and they are being careful to not make a mess. Kim cleans the keyboards weekly. Desks are wiped down nightly. Patron complained that carpet smells. GDI spot cleans carpet as needed and fully cleans yearly. Turgeon requested replacement of carpet in the Capital budget process, but it was not approved.

VII. Suburban Library Cooperative

The Cooperative held its Library Update Breakfast in December. Berthet, Brown and Hughes attended. Ziarko attended the trustee training held at Romeo District Library.

VIII. Friends of the Library

A. Bookstore Report

The bookstore sales for the year were \$47,786.

B. Quarterly Treasurer's Report

Board reviewed report.

C. Friends 2016 Budget

The Friends budget for next year is \$50,500 to continue to pay for existing programs/services. There are no new items being provided.

IX. Unfinished Business

None

X. New Business

A. Circulation Policy Revision

Update was made to the policy to indicate that teacher cards will now be provided, renewals will be increased to three, DVDs, Blu-rays and CDs limit will be increased to 20, and added the ability to get text messages. Motion to recommend the revised Circulation Policy was made by Frezza, supported by Hughes. Motion carried.

B. 2017 Proposed Library Budget

Board reviewed proposed budget. Increase of 2% was set by city. There is an increase cost of membership fees to the cooperative due to increase in funding provided by the state. Turgeon requested membership in MLA for some of the librarians, the purchase of a new online database, and an increase in the supplies budget for book repair and book jacket supplies.

C. 2015 Library Volunteer of the Year

Motion to select June Hughes as the 2015 Library Volunteer of the Year was made by Frezza, supported by Ziarko. Motion carried.

D. 2015 Library Staff Member Recognition

Motion to select Kim LaGorio as the 2015 Library Staff member was made by Hughes, supported by Frezza. Motion carried.

XI. Adjourn

Motion was made by Frezza to adjourn, supported by Ziarko. Motion carried. Meeting adjourned at 6:22 p.m.

