

Library Board of Trustees
Minutes of Meeting
September 19, 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 Jo Berthet, Chair, at 5:30 p.m.
- II. Roll Call
Members Present: Josephine Berthet, Chris Frezza, June Hughes, Stacy Ziarko
Members Absent: 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 July 18, 2016, seconded by Hughes. Motion carried.
- V. Communication from Citizens
Turgeon showed the Recreating Recreation video
- VI. Monthly Reports, Statistics, and Correspondence
 - A. Building-Wide Stats – FY2016 / FY2017
Board reviewed statistics. Building Reference, Wireless Usage, and Young Adult/Youth Program Attendance are all up this fiscal year compared to last fiscal year. Circulation and Library Visits are down. This may be due to the Dodge Park Road construction.
 - B. Monthly Issues – July and August 2016
Board reviewed the monthly issues reports. Staff changes include the resignations of PT Librarians Abby Gruber and Theresa Betts as well as Page Ann Belknap. The Library is in the process of hiring replacements. The Summer Reading Program was very well received this year and participation increased.
 - C. Compliment/Complaint Forms
Board reviewed compliments. Received compliments for the Shake, Rattle & Roll program, Patent program, Self-publishing program, Summer Reading program, and the Casual Coloring program. Special recognition was received for service provided by Tricia White, Abby Gruber, and Brenda Gauvin, as well as the entire staff for being “so nice and helpful 5+ stars”. Board reviewed complaints. Patron requested that the library purchase Hoopla (a service that provides e-books, e-audiobooks, and digital movies). Turgeon explained that the library did not have funds to support this request and that the Overdrive

service was available. Complaints were received about the location of the non-fiction DVDs. They have been moved to the end of the non-fiction books area so that they are all together on the second floor. Complaints were received about the location of the new book drop. It was moved so that it does not cause problems in the traffic circle. Complaints were received about the lack of handrails on the new stairs. They were installed last week. Complaint was received about the drinking fountain being out of order for over a month. It was repaired and is now working.

VII. Suburban Library Cooperative

The Cooperative is having vendor demos of automation system software this week.

VIII. Friends of the Library

A. Bookstore Report

The bookstore sales for this year are down from last year. The parking lot construction and now Dodge Park Road construction may be keeping people away. September Library Card Month activities are promoting the bookstore by providing “book bucks” to purchase items in the store and hopefully creating new customers.

IX. Unfinished Business

A. Sterlingfest Friends Water Sale

The Friends sale earned \$900 less than last year. Weather was cooler with some rain and the location was not as conducive to sales (not in the middle of art show). The cart of books did better than last year. Turgeon will ask Community Relations if they have another idea for the location for next year. Board suggests that bookstore consider being open longer hours during Sterlingfest.

X. New Business

A. Programming Center Use Policy Revision

Motion to revise the Programming Center Use policy to include dates that residents can start signing up for rooms was made by Frezza, supported by Hughes. Motion carried.

B. Conference Room Use Policy Revision

Motion to revise the Conference Room Use Policy to include dates that residents can start signing up for rooms was made by Ziarko, supported by Hughes. Motion carried.

C. Circulation Policy Revision

Motion to revise the Circulation Policy to remove block limit for overdue items was made by Hughes, supported by Frezza. Motion carried.

XI. Adjourn

Motion was made by Ziarko to adjourn, supported by Frezza. Motion carried. Meeting adjourned at 6:35 p.m.