

**Grace A. Dow Memorial Library Board Meeting
February 21, 2018, 7:00 p.m.
City Hall Council Chambers**

MISSION

To inspire lifelong learning by connecting people and resources

VISION

To be the most dynamic, accessible, and relevant learning environment in the community

AGENDA – Wednesday, February 21, 2018

- I. Roll Call – Stephanie Andreasen, Maxine Brink, Michael Burhans, Sarah Galt, Debbie Hayes, Ann Moe, Laura Peterson
- II. [Acceptance of November 15, 2017 Meeting Minutes](#)
- III. Additions or Changes to the Agenda
- IV. Public Comments
- V. [Director's Report](#)
- VI. [Patron Comments and Suggestions](#)
- VII. Library Board Expiring Terms – Galt, Hayes
- VIII. City of Midland 2018-2019 Budget Schedule
- IX. Lower Level Restoration Update
- X. Strategic Plan
- XI. Announcements

**Grace A. Dow Memorial Library
Library Board Minutes
Wednesday, November 15, 2017, 7 p.m.
City Hall Council Chambers**

I. Roll Call

Galt called the meeting to order at 7:00 p.m.

PRESENT: Melissa Barnard, Maxine Brink, Michael Burhans, Sarah Galt, Debbie Hayes, Ann Moe

ABSENT: Stephanie Andreasen, Laura Peterson

ALSO PRESENT: Matt Richardson, Manager of MCTV and Library Communications; Roberta VanHolstyn, Technical Secretary

II. Acceptance of October 18, 2017 Meeting Minutes

Motion by Burhans to accept minutes as submitted, seconded by Brink. Motion approved.

III. Additions or Changes to the Agenda

None.

IV. Public Comments

None.

V. Director's Report

For the third year, the Friends of the Library will be holding a pop-up used book sale. It is on Saturday, December 9th, 10 am – 2 pm, on the Mezzanine. Holiday books plus a wide variety of other books will be sold for the bargain price of \$.50 each.

The Library holiday hours are: close at 5:00 pm on Wednesday, November 22nd and Friday, November 24th; closed Thanksgiving, Thursday, November 23rd; close at 5:00 pm on Friday, December 22nd; closed for the Christmas holiday, Saturday, December 23rd through Monday, December 25th; closed for the New Year's holiday, Sunday December 31st and Monday, January 1st. For the first time, the City and the Library will be closed on January 15th, Martin Luther King Jr. Day.

The Battle of the Books kick-off was held Saturday, November 11th with author Robert Paul Weston. He presented a wonderful program that was well received.

After 23 years of service, Mary Schultz, Supervisor of Circulation and Acquisitions Services, is retiring. She started as a Library Aide and worked her way up to her current position. Congratulations and best wishes to Mary. Interviews are being held to fill this position.

It was noted that there have been many changes in staff recently at the Library. Positions are being filled as the vacancies occur.

VI. Patron Comments and Suggestions

None submitted.

VII. Lower Level Restoration Update

The architect is preparing the specifications for the bid document which will be ready by end of November. Hopefully, a contract will be awarded in December so construction can begin soon afterward.

Galt asked if there are any changes to the design of the lower level. New carpeting has been selected and the design layout is in progress. The footprint of the space will be the same with no walls removed. Changes are being considered in the shelving layout and some services will be relocated to better utilize the space. A makerspace is being planned for craft and science projects.

The city engineering department has been consulted to review the drainage system to mitigate any future flooding.

VIII. **Strategic Plan**

Matt Richardson, Manager of MCTV and Library Communications, highlighted Library marketing promotions.

- The Youth Services calendar for January and February is being prepared and will be available around the first of December.
- The January/February Library Connection is in process.
- Midland Daily News op-ed articles being planned will feature the OverDrive Libby app and Beginning Chapter Books.
- Social media videos continue to be produced. A video, produced by Kevin LaDuke, was shown featuring librarian Ann Jarvis promoting OverDrive and eBooks.
- Upcoming short pieces will include Holiday cookbooks and decorating, catalog access through the website, and the March genealogy program.

Barnard reviewed the following Library Board goals for consideration and opened discussion to determine direction and development:

Goal: Review physical gathering spaces

- Action: Continue involvement with the evolution of the Cup & Chaucer space
Look at the collection moves made because of the flood and the relocation of Youth Services
- Action: Receive updates on the lower level restoration

Goal: Increase awareness of library services

- Action: Identify library services and programs for staff presentations to Board
Library Databases in February
Use for video spots on MCTV
- Action: Promote library services to the community
Kids Day at the Mall, Saturday, January 20, 10 am-4 pm
- Action: Participate in city input/focus group opportunities
Spring 2018
- Action: Assist with the re-opening events for the lower level
Promote summer programs

Goal: Review issues and trends impacting libraries

- Action: Receive updates on legislation related to libraries
Include public policy as an agenda item
Start with Net Neutrality
Attend the Michigan Library Association “Advocacy Boot Camp” in the spring
- Action: Discuss emerging trends and relevance to the Library
Suggest visits to libraries
Check out other library websites

The Board supported the goals and action plans as presented.

Information on Network Neutrality and the FCC’s proposed changes was provided to Board members. Discussion followed with Board members expressing concern about the accessibility of the Internet and other online services. The FCC may move on the changes before the end of the year. Additional information on the pro side of the issue would be useful. The Board did not take any action on the changes.

IX. Announcements

Per a motion from the Board at the October meeting, Hayes sent letters of thanks and appreciation for support of the Library to Senator Stamas, Kathy Rasette of the Friends of the Library, and Macauley Whiting of The Herbert H. and Grace A. Dow Foundation.

X. Adjournment

Motion to adjourn by Brink, seconded by Burhans. Meeting adjourned at 7:47 pm. The next meeting of the Library Board is February 21, 2018.

Grace A. Dow Memorial Library Board
Director’s Report
February 14, 2018

Adult Services Activities

Terrie Ahlers has been hired to fill the Supervisor of Adult Services position. She started January 8th.

The registration for the Battle of the Books for adults is open. Five teams have registered.

The first “Movies at 2” program brought in 17 viewers. The movies are current rather than classic.

The Midland Genealogical Society and the Library are co-sponsoring a program on tracing immigrant ancestors Wednesday evening, March 21st in the Library Auditorium.

Youth Services Activities

The Battle of the Books Championship Battle is Thursday, March 1st, at 4:30 pm with a reception following. Forty-six teams registered for the Battle. The Quiet Room will be closed on Saturday, February 24th to accommodate one of the Oral Battle Day battles.

The Chill Out and Read! Challenge during December/January was completed by 117 children and teens. This was a first time for a winter reading program.

The attendance for Teen Cram Night was 217.

Other

Monica Anderson has been hired to fill the Supervisor of Circulation and Acquisitions Services position. She started January 29th.

Stephanie Andreasen, Sarah Galt, Debbie Hayes, Ann Moe, and Laura Peterson volunteered at Kid's Day at the Mall. Children made an estimated 230 penguin crafts.

The Midland County Historical Society will be presenting a day-long conference in the Library Auditorium featuring the turbulent 60's on Saturday, April 14th. The Library is co-sponsoring the event.

The Library will be participating in the Give Local Midland Campaign sponsored by the Midland Area Community Foundation on May 1st.

PATRON SUGGESTIONS AND CONCERNS November, December 2017, January 2018

SIGNED COMMENTS:

1. I am an avid fan of Chaim Potok's works. I've also noticed that, each time I've visited, I've seen more of his works show up on the shelves. There were two new, beautiful copies of *The Chosen* last time I visited, and I saw that its sequel, *The Promise*, is now also there. Thank you for bringing in more fantastic, lesser-known classics for more people to read. Keep up the FANTASTIC work!
2. I am here 5/7 days usually. I would love if you can add some "older kid" activities into the youth area. We are ITCHING to get downstairs again!
3. Adult audiobooks are very hard to browse. Grouping by genre or genre stickers would be super helpful.

UNSIGNED COMMENTS:

None submitted.

