Franklin Village Public Library Board Meeting

May 14, 2020

6:30, via Zoom

The meeting was called to order at 6:40 pm

Roll call: Judy Moenck, Mira Stakhiv, Kim Greidanus, Robin Rosen, Teresa Natzke, Susan Stevens.

Judy made a motion to approve agenda; the agenda was approved.

Mira made a motion to approve the use of Zoom for our Special Emergency conference due to the coronavirus, per the governor’s recommendation. Motion was approved.

Robin made a motion to approve the March 12 minutes; Susan seconded it. All approved.

Judy made a motion to move to accept Maria Seyrig’s resignation. Robin seconded it. All approved.

Special Election of officers: Kim nominated Mira to be president. Susan seconded it. Mira noted her concern about the appearance of being the president while also a trustee on the Village Council. Judy noted that John Staran was consulted when she ran for Trustee while on the Library Board. He agreed that it did not present a problem.

Susan volunteered to be the vice president.

Judy made a motion that Mira be appointed President and Susan as Vice-President. Kim seconded it. A roll call was made and all were in favor; motion passed.

Regarding the web posting of the 2 open positions for board members, Mira suggested that we post a paragraph on the Library, Village, and FCA websites. Teresa and Florence Rouquet will work on these. Judy reminded us that people running for the Board must be eligible electorate candidates. If the candidate is appointed by June, they will run in November.

Susan’s term expires Nov., 2020 and in order to run again for the position, she must get 15 signatures to be put on the ballot by July 21. Eileen Pulker will mail the nominating petition to Sue.

Mira brought up that Susan Levitsky, the president of the Friends of the Franklin Library, wants to know the probability of having the Oktoberfest. Susan feels we should we should not good anything due to the likelihood of a second surge of Covid19 in the fall. Teresa feels the planning doesn’t really start until August, so we could revisit it then, if desired.

Treasurer’s Report:

Susan brought up the issue raised by Karl Heiss regarding an item placed in the wrong category. Teresa explained this.

Susan explained the April report in depth.

Kim made a motion to approve the February, March, and April monthly reports. Judy seconded it. A roll call was done; all approved.

Review of budget for 2020-2021:

Teresa explained the state aid and county money the library receives to operate. She feels the aid will go down, for various reasons. Teresa is confidant of the numbers in the report at this point but they can be amended, if necessary. Budget to be approved in June, 2020 and effective until July, 2021

This budget does not start until July.

Teresa also discussed how we will begin doing virtual programming and people providing these will be paid. These programs will be offered only to people signing up in advance.

Kim explained the money budgeted for garden enhancements. There is a total of $20,000 budgeted for Building and Grounds Maintenance.

Judy questioned if Susan (Treasurer) wanted the $ for basement maintenance put into the budget. Teresa believes that money would come out of the Capital Improvements, which is part of the Building and Grounds money. Judy feels we need to have someone come out to evaluate the situation and we should set aside $1000 initially for this. She believes the water is coming in from the front and the south side. The foundation and soil has been looked at already and was addressed when the addition was put on, though it is still a concern.

After receiving multiple bids, Garden of Eden, based in Auburn Hills, was selected to do the grounds maintenance. This company also does gutter clean up and we will likely have them do that job, too.

Mira questioned if we need to increase the money for cleaning services, due to the increased number of times someone will have to come in. Teresa added that we will need to increase the facilities supplies, including the ‘sneeze guard’, masks, gloves, and cleaning supplies.

Librarian’s Report:

Teresa discussed how the Library of Michigan has helped her to make a policy and plan but it is constantly evolving. The Policy is attached following the minutes.

Susan made a motion to adopt this Policy. Kim seconded it. Roll call was done and it was approved.

Judy brought up that the Plan is quite extensive and well thought out. A copy of the plan is attached to these minutes. Teresa feels library business will be minimal but cleaning will be extensive. Hours will be shortened and there will be no Saturday hours. Employees have indicated that they are willing to work.

Susan pointed out that ‘curbside’ means items will be put in trunks, not in cars.

There are concerns about the use of the computers. Mira suggested they not be available immediately. The first step of opening, however, will be curbside service. As the library is a government entity, curbside service cannot begin until the governor allows it.

Returned books will need to be left alone for 72 hours and and then wiped down.

A bathroom for the public must remain open but a second bathroom will be for staff only.

The number of ebooks available through Overdrive and the number of copies of popular ebooks will be increased.

All staff are getting paid for their regular hours and Teresa will check to see that all feel they are paid for all the time they work.

Maintenance:

Kim sent an email with a drawing of the front enhancements. Goldner-Walsh will do the improvements in the front and Garden of Eden will do the spring clean up in the front and back.

There is a question of replacing the spruce in the front because it is not looking healthy. Kim will call the Village administrator, Roger Fraser, or Pam Hanson, to see who owns the tree, and if the Village does own it, to see what they want to do about it.

Kim also met with Derek Spurlock who reviewed the plantings in the back. It was determined that only one plant, the Hanoki, will need to be replaced.

Also, Kim reported that Stuart Greidanus looked at the pump and will be handling any needed repairs.

Sue suggested we meet outside for the June meeting, if at all possible. This will be determined close to the date which is June 11.

Sue made a motion to adjourn and Kim seconded it.

The meeting was adjourned at 8:45.

Respectfully submitted by Robin Rosen