

WESTON PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MEETING

February 10, 2020, 6pm at the Grand Rapids Branch Library

MINUTES

Call To Order: President Sheffer called the meeting to order at 6:00 pm.

Roll Call of Board Members Present: Cindy Sheffer, Deb Archambeau, Lloyd Jones, Judi Roe, Janet Zulch

Board Members Not Present (Excused): Pam Heyman, Sean Thiebaut

Library Staff Present: Shelen Dewitt, Darla Froman, Deb Gross

Approval of Minutes: Archambeau made a motion, seconded by Zulch, to approve the January 2020 minutes. Roll call vote (aye). Motion carried.

Public Comments: Gretchen Sommerfeld noted we were covering quite a bit on the Agenda and that everything she was looking forward to hearing about was listed under Old Business.

Financial Reports: Archambeau made a motion, seconded by Roe, to approve the January 2020 Financials. Roll call vote (aye). Motion carried.

Old Business:

Grand Rapids Branch History Room: Director Stevens updated that the framing and privacy wall is up and looks like it has always been a part of the existing structure. Glass will be installed in approximately two weeks. Gentlemen installing were extremely professional and library staff was fantastic. Archambeau inquired about back of bookcase to hang GR Historical framed photos. Director Stevens advised that she and Assistant Director Froman checked into this and it would work. A carpenter will need to create end caps to finish it off. Jones asked about what would be displayed. Sheffer reminded that it would be up to the GR Historical Society. Jones suggested a swinging arm to display pages that could be turned. Archambeau will speak to GR Historical Society to see what will be the best way to handle displaying items. Jones inquired about the type of glass being used. Sheffer checked specs and they will be installing clear tempered glass.

Grand Rapids Refrigerator and Microwave: In the past, the library has used Frank's. Director Stevens would like to buy a standard refrigerator and have Frank's haul the old one away. It is more than 25 years old. Jones would like to try and sell the old refrigerator. They will look at Walmart for a new microwave. The old one was donated by a former employee and bought at a garage sale.

Side Walk Repair: Library has used K & K Construction in the past. K & K and Palmer will be contacted and they will find out who the Weston Cemetery uses, so that we will have three estimates.

Weston Display Case: A new display case will not need to be purchased. Grand Rapids currently has a display case with locking glass doors that will be relocated to Weston for their historical display.

History Room Grant for Weston: 100% of the archival material has been purchased and received. To date, 252 items have been archived. Inside an old cigar box, was a North Baltimore High School tie tack from 1935. Staff and Board discussed that this item should be donated so that the owner might be identified. Jones made a motion and Roe seconded to gift this to the North Baltimore Library. Roll call vote (aye). Motion carried.

Roe mentioned knitters club, cub scouts, computer usage, and patron activity at the Grand Rapids Library on two different Tuesday evenings in January and was excited to see the library full of action. Roe purchased the last two items she checked out at the library. If it wasn't for the library's on-line research tool and ability to preview them for free first, she wouldn't have known she loved those books.

Jones inquired about Grand Rapids Boy Scouts and Weston Girl Scouts. Jones will continue to research for project participation.

Roe met new vendor at Maumee Chamber who does LED signs, for potential "Open" signs for inside windows of buildings. Roe will follow up.

Jones asked about signage by Grand Rapids' bridge. Do we need it? Archambeau said he should contact the township. Jones will follow up.

New Business:

U.S. Census: Director Stevens attended an American Library Association Webinar on the 2020 Census. Director Stevens and Assistant Director Froman have worked with the Census Bureau and will allow them to use both buildings for training purposes. Census can be completed on-line, via phone, or via mail. Will run 4/1/20 – 7/31/20. May will be the month for household visits. Bookmark reminders may be passed out in April, encouraging census participation.

Director Update:

Staffing: We welcome new full-time employee, Angie Mack, who started 2/3/20. Angie is from Grand Rapids and volunteered at the school library for years. She has strong academic library knowledge and is off to a great start. Staffing is believed to be at a good level at this time, so we may not need to fill the previously approved PT position.

Young Writer's Club: Five writers showed up for the first meeting. Snacks, writing tools, materials, and mixed media were available. Great discussion engaging creativity.

Home School Time at Grand Rapids: Averaging 4-5 home school children, with largest group around 9-10. Jones asked about how homeschooling works. Director Stevens and Archambeau explained home-school co-ops and how they are typically set up and run.


Teen Time: Four teens showed up for first weekly meeting. Teens will guide their own activities. They would like to do things for the younger children inside and outside of the library. Friends were made. One parent thanked Director Stevens for the talking and laughter going on and for encouraging her teen to participate.

President Sheffer loves that activities are being noticed on social media. Several others agreed.

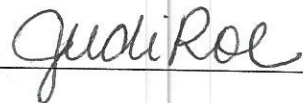
Director Stevens wanted to publicly commend the entire staff for excellent teamwork in planning, envisioning, developing and implementing programs. Excellent and phenomenal work went into Grand Rapids History Room. Staff have gone above and beyond, with smiles and laughter, and it has been exceptional.

Roe mentioned one third grade child who was working on total comprehension and wanted to perform for an audience. He read his story to her at the Weston Library. Director Stevens read a poem she wrote for him as well. Mom was clearly appreciative and happy with her son's progress. Director Stevens promised to reward him with a fun science experiment when he met his AR score goal. He was excited to be only three points away!

Archambeau motioned to adjourn at 6:45pm. Jones seconded. Roll call vote (aye). Motion carried.



President Cindy Sheffer



Judi Roe, for Secretary Sean Thiebaut