

**MINUTES OF THE REGULAR MEETING  
OF THE  
ST. CLAIR SHORES PUBLIC LIBRARY BOARD**

**MacHarg Room**

**Thursday, July 15, 2021**

**PRESENT:**

President:	Ms. Madeline Bialecki
Secretary:	Mrs. Monie Smith
Trustee:	Ms. Eileen Sullivan
Trustee:	Mrs. Joan Perry
City Librarian:	Mrs. Rosemary Orlando
Councilman/Library Board Liaison:	Mr. Ron Frederick

**EXCUSED:**

Vice-President:	Mrs. Judy Eggly
Trustee:	Mrs. Joan Perry

**I. ROLL CALL**

Bialecki called the meeting to order at 9:33 a.m.

**II. ADOPTION OF AGENDA**

It was moved by Smith, supported by Sullivan, to adopt the agenda.

Ayes: Bialecki, Smith, Sullivan  
Nays: None  
Motion carried.

**III. APPROVAL OF THE MINUTES**

It was moved by Smith, supported by Sullivan, to approve the minutes of the Regular Meeting of the Library Board of Trustees held on June 17, 2021.

Ayes: Bialecki, Smith, Sullivan  
Nays: None  
Motion Carried.

#### IV. REPORT OF LIBRARIAN

##### A. Correspondence

None.

Bialecki asked if there was any information regarding Ms. Kolar's letter. Orlando stated that she has no additional information.

##### B. Library Information

###### 1. Friends of the Library

Orlando reported that the Friends of the Library will be holding their book sale on Saturday, August 7 from 10:00 am until 2:00 pm. Since they are closing the Gift Shop, they will be having a 50% off merchandise sale.

The Library may begin receiving book donations on Monday, September 13. This will not be publicized in the Library's August/September Newsletter because we expect to be overwhelmed with donations. Another reason for waiting until after Labor Day to permit donations is because our community-based instruction students from Lake Shore High will be returning. One of their responsibilities is to assist with donations. The Friends may also begin working back in the lower level after their book sale.

###### 2. Selinsky-Green Farmhouse Museum

Orlando stated that numerous activities are taking place on the Museum grounds. The Yardeners' Garden Tour will take place on Saturday, August 7, from 9:00 am until 3:00 pm. Tickets are on sale for \$5.00 and can be purchased at the Selinsky-Green Farmhouse Museum on that day.

The SCS Senior Center Explore the Shores group will be visiting the Museum on Tuesday, Tuesday, August 17, at 10:45 a.m. Anyone wishing to visit/tour the Museum may call the Library to arrange a time. Docents are available to assist.

Summer Reading Club Maker Thursday activities take place on the Museum grounds on Thursday afternoons from 2:00 p.m. until 3:00 p.m.

For many years, the Historical Commission has been raising money to build a barn on the Museum grounds. Councilperson Rusie requested that funds from the American Rescue Plan Act (ARPA) be used to complete this project. Orlando stated she was asked by the City Manager to submit the barn plans and the Museum's lot size so that this could be shared with Mayor and Council. Councilman Frederick stated that he received the information this morning.

The Palette Club held a “Paint Out” on the Museum grounds on Wednesday, July 14, from 10:00 a.m. until 2:00 p.m.

Orlando stated that the Museum Curator vacancy will be re-posted in the near future. The Museum is also in need of additional docents. This will be advertised when the curator position is filled.

### 3. 3<sup>rd</sup> Annual Literary Walk By the Lake

Orlando reported that the Literary Walk was a huge success. Over 60 people attended in person, and over 200 people have viewed the Facebook Live event. M.L. Liebler was very pleased to have Blossom Heath Park as the venue for the event. Liebler will be hosting his Poets and Pies poetry workshop at the Library on Wednesday, July 21 and Wednesday, August 18. Orlando sent a letter to the TIFA board thanking them for their sponsorship.

### 4. Internet Computers

Orlando reported that reservations are no longer necessary for the Internet computers and that the transition back to pre-covid procedures have been without problems. Orlando commented that the monthly patron count continues to rise.

### 5. Book Club Kits

Orlando stated that the adult book club kits have been processed and can be checked out by the public. They can be checked out for 42 days and holds can be placed on them. Additional titles will be added throughout the year.

### 6. Summer Reading Club

Over 200 children have received their Summer Reading Club (SRC) reading buddy. Orlando stated that she does not have an exact count for SRC participants since this year they do not need to turn in their register forms until July 30, to be placed in the prize drawing. The use of Blossom Heath Park for the SRC Wednesday activities has worked out well, except for the rain.

The Adult Summer Reading Club is also in progress. Participation is down from past years.

### 7. Policy Revisions

Orlando stated that the Tornado Watch/Warning policy is being reviewed and revised. She had helpful input from the fire department and is waiting on a few more answers before presenting it to the Board for approval. Once this is complete other emergency policies will be reviewed.

8. Library Newsletter

The Library staff is working on the August/September issue of the Library Newsletter.

9. Building Update

Currently, Library or City groups are being scheduled to use the meeting rooms. After Labor Day, outside organizations will be able to use the meeting room.

The Reading Lounge will probably re-open after Labor Day.

Persons wishing to use the Local History Center may call the Library to schedule an appointment to meet with the archivist.

10. Tutoring Policy

Orlando stated that the Tutoring Policy was sent to the City Manager's office to be reviewed. Once it is returned, it will be presented to the Board for approval.

11. Library Vendors

Orlando reported that book vendors have been very slow in shipping our orders. The Library has over \$15,000.00 in encumbered orders. These orders were placed in the past fiscal year and have not arrived. This material will be paid for out of this year's budget.

V. FINANCIAL REPORT

It was moved by Sullivan, supported by Smith, to receive and file the following Financial Reports:

- A. General Fund Year-to-Date Budget Report-- Balance as of May 31, 2021
- B. Museum Year-to-Date Budget Report-- Balance as of May 31, 2021
- C. Cooperative Centralized Purchasing Account – Balance of \$9,637.02 as of June 30, 2021
- D. Cooperative Rental Video Account – Balance as \$4,391.98 of June 30, 2021

Ayes: Bialecki, Smith, Sullivan

Nays: None

Motion carried.

VI. ANNOUNCEMENTS FOR CITY COUNCIL MEETING

Orlando thanked Councilman Frederick for his enthusiasm when delivering Library announcements at the City Council meetings.

VII. ACTION ITEMS

None.

VIII. COMMENTS BY INDIVIDUAL BOARD MEMBERS

None.

IX. AUDIENCE PARTICIPATION

None

X. ADJOURNMENT

It was moved by Smith, supported by Sullivan to adjourn the meeting at 10:10 a.m.

Ayes: Bialecki, Smith, Sullivan

Nays: None

Motion carried.

The next meeting of the of the Library Board of Trustees is scheduled for Thursday, August 19, 2021, 9:30 a.m.

Respectfully Submitted,

Monie Smith, Secretary