

**MINUTES OF THE REGULAR MEETING
OF THE
ST. CLAIR SHORES PUBLIC LIBRARY BOARD
MacHarg Room
Thursday, November 18, 2021**

PRESENT:

President:	Ms. Madeline Bialecki
Vice-President:	Mrs. Judy Eggly
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:

Trustee:	Mrs. Joan Perry
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I. ROLL CALL

Bialecki called the meeting to order at 9:31 a.m.

II. ADOPTION OF AGENDA

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

Ayes: Bialecki, Eggly, 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 October 21, 2021, Regular Meeting of the Library Board of Trustees as amended.

Ayes: Bialecki, Eggly, Smith, Sullivan

Nays: None

Motion Carried.

IV. REPORT OF LIBRARIAN

A. Correspondence

Orlando stated that she received several thank you notes from the Pear Tree Questers expressing their appreciation for their tour of the Selinsky-Green Farmhouse Museum on Friday, November 5. They were delighted to “experience such a precious trove of history right in our own backyard.”

Orlando stated that this time of year patrons give to the Library in various ways. A recent Buy-A-Book donation was received. A brief discussion took place regarding the various way residents can donate to the Library. Councilman Frederick suggested that is type of information can be part of the Library Announcements at the City Council meetings.

B. Library Information

1. Endowment Fund Update

Mr. Jeremy Schmidt, Senior Vice-President of Investments at Raymond James and Associates spoke with the Board regarding the Library Endowment fund. Mr. Schmidt gave a brief history of the endowment fund. He then reviewed the investment portfolio and reviewed investment options. Mr. Schmidt’s explanation was very informative and well received by the Board. He was thanked for his excellent presentation.

2. Selinsky-Green Farmhouse Museum

The Museum will host an open house after the City’s Tree Lighting on Friday, December 3, from 6:00 p.m. until 8:00 p.m. It will also be open on Saturday, December 11, from 10:00 a.m. until 2:00 p.m. for the St. Clair Shores Optimist Club’s Santa Station.

3. Youth Services

In-person, online, and Take and Make activities and programs continue to be scheduled. The Teen Volunteer Program is gaining momentum and will also continue to be scheduled monthly in 2022. 1st Stop continues to take place via Zoom.

4. Library Newsletter

The January/February Newsletter is being prepared. In 2022, the Library hopes to resume its regular schedule of a bi-monthly newsletter.

5. Library Holiday Hours

Orlando stated that as part of the Thanksgiving closing schedule, the Library will close at 5:00 p.m. on Wednesday, November 24. The Library will be closed on Thursday,

November 25 and Friday, November 26, and will re-open on Saturday, November 27. Orlando explained that full-time staff members that are scheduled to work the Saturday after Thanksgiving are scheduled to have another day off during the week.

6. *The Shores Magazine*

Orlando reported that she received a call from the editor of a new publication that will print its first issue in March 2022. This will be a bi-monthly publication featuring aspects of St. Clair Shores. The Library will send information whenever possible. The magazine is also featuring an article on the Selinsky-Green Farmhouse Museum in the inaugural issue.

7. Hoopla

Hoopla, is a new service we will be offering patrons beginning in January 2022. We are finalizing the in-house guidelines for this service. Hoopla allows web and mobile library media streaming for audiobooks, movies and e-books. Patrons are not charged to use this service and the Library is charged per checkout, depending on the format.

Bialecki asked if there will continue to be a fee for the feature films since the Hoopla streaming service will be free. Orlando stated that for the time being the charge will continue, but this can be reviewed in the new year.

8. Cultural Committee

Orlando stated that the St. Clair Shores Cultural Committee is sponsoring a Photography Contest for residents and students. The contest is online and the deadline for entries has been extended to December 15.

The St. Clair Shores Cultural Committee is sponsoring a trip to the self-guided tour, *By Her Hand: Artemisia Gentileschi and Women Artists in Italy, 1500-1800*, at the Detroit Institute of Arts. This tour will take place on Thursday, February 10, 2022. Tickets are free and there is no cost for the trip.

9. Building Update

Orlando stated in the current budget there is funding to work with a consultant to draw up a plan to renovate the Youth Services room. She has spoken with several architectural consultants and received one bid so far. She hopes to have the other bids in soon.

Orlando stated that items in the Local History Center are being evaluated so that the cost for the remediation of materials can be confirmed.

10. Friends of the Library

The Friends of the Library would like to host a one day book sale in January. Orlando stated this would be fine except they need to be prepared to cancel the sale if COVID restrictions return. The book sale would be held in the Book Shop, not outdoors, or inside the Library.

11. Lake Shore Senior Living

Orlando stated that the Library supplies a rotating collection, mostly of large print books, to Lake Shore Senior Living. The Library selects the material and the facility makes arrangements to pick up and return the books.

V. FINANCIAL REPORT

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

- A. General Fund Year-to-Date Budget Report—August, September N/A, October N/A
- B. Museum Year-to-Date Budget Report— August, September, N/A, October, N/A
- C. Cooperative Centralized Purchasing Account – Balance of \$27,396.73 as of October 31, 30, 2021
- D. Cooperative Rental Video Account – Balance as \$5,297.65 as of October 31, 2021
- E. Raymond James Monthly Statement – Balance of \$375,901.91 as of October 29, 2021

Ayes: Bialecki, Eggly, 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

A. American Library Association 2022 Annual Membership Renewal

After a brief discussion, it was moved by Eggly, supported by Smith, to approve the 2022 American Library Association annual membership renewal.

Ayes: Bialecki, Eggly, Smith, Sullivan

Nays: None

Motion carried.

B. Lake Shore High School Teacher Request for Approval to Meet with Homebound Student at Library

Orlando stated that included in the Board packet was an email request from Paige A. May. Ms. May is a Lake Shore High School special education teacher who is requesting approval to meet with her homebound student at the Library. Orlando did speak with her and her student is working toward in-person learning. The teacher and student feel that the Library would be a good starting point. The homebound teaching would take place twice a week for an hour and a half. The student's parent would also be present during the meetings.

After discussion, it was moved by Eggly, supported by Smith, to approve Ms. May's request to work with her homebound student, twice a week, at the Library.

Ayes: Bialecki, Eggly, Smith, Sullivan

Nays: None

Motion carried.

VIII. COMMENTS BY INDIVIDUAL BOARD MEMBERS

Councilman Frederick suggested the Library Announcements include a segment called "Just So You Know," and include fun facts and information about the Library.

Bialecki stated that the Cultural Committee is not hosting their December meeting, but instead is going to visit a local restaurant. She also stated that the Senior Thursday trips to the Detroit Institute of Arts will resume in February. This will be a self-guided tour, not a docent lead tour.

Bialecki asked what happened to the funds not used while the Museum was closed during COVID. Orlando explained that the salary for the curator is paid out of City funds and those would remain in that budgeted account. The Historical Society funds the activities and supplies needed for the programming.

IX. AUDIENCE PARTICIPATION

None

X. ADJOURNMENT

It was moved by Eggly, supported by Sullivan, to adjourn the meeting at 11:17 a.m.

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

The next meeting of the of the Library Board of Trustees is scheduled for Thursday,
December 16, 2021.

Respectfully Submitted,

Monie Smith, Secretary