

**Rochester Hills Public Library**  
**Board of Trustees Meeting**  
**January 13, 2020**

- I. The Board of Trustees of the Rochester Hills Public Library held their regular meeting on Monday, January 13, 2020. The President called the meeting to order at 7:04 p.m. in the boardroom at 500 Olde Towne Road, in Rochester, MI. The presiding officer was Madge Lawson.  

A quorum of the board was present including Bob Bonam, Gregg Christenson, Anne Kucher, Madge Lawson, Chuck Stouffer, and Suba Subbarao.

Guests included Library Director Juliane Morian, Rochester Liaison Ayana Knox-Potts, Oakland Township Liaison Michael Tyler.
- II. There were no public comments.
- III. Minutes - On a motion by Ms. Kucher, which Mr. Christenson seconded, the board approved the minutes of December 9, 2019, regular meeting as corrected.
- IV. The Treasurer's Report – There was one question about a Grainger invoice, and Ms. Morian offered that a December invoice may be higher than average due to surplus funds available at the end of the fiscal year. The board reviewed, discussed and filed the treasurer's report.
- V. On a motion by Mr. Bonam, which Ms. Kucher seconded, the board approved the monthly bills for December 2019 totaling \$435,435.17.
- VI. Communications
  - A. After reviewing the annual report of digital materials at RHPL, Mr. Stouffer commented that it may be beneficial to highlight electronic circulation within the monthly statistical report summary since it is a metric that shows how library use is shifting. A discussion ensued on the statistics to measure success and the cyclical nature of circulation.
  - B. The board reviewed, discussed and filed the communications.
- VII. Director's Report
  - A. The board would like to prioritize offering innovative services to community members. Improvements include expanding the Eureka Lab makerspace, adding open hours to the lab, and collaborating with local schools that also offer makerspaces.
  - B. The board discussed options for short-term improvements to the single-use restroom and requested Ms. Morian obtain quotes to make the single use bathroom accessible and compliant with ADA

standards. Long-term improvements include adding a single use, all gender bathroom located near the current men's and women's restrooms.

- C. The board discussed the costs and benefits of operating a community bookmobile. The board expressed that a community bookmobile is a priority service and requested Ms. Morian investigate the value of a proposed used model.
- D. The board reviewed, discussed and filed the director's report.

#### VIII. Committee Reports

- A. On a motion by Mr. Bonam, that Mr. Christenson seconded, the board approved the 2019 budget adjustments presented by the Finance committee.
- B. Committee appointments will be finalized at the February meeting. Proposed committees and members are:
  - 1. Finance Committee: Chuck Stouffer–Chair, Bob Bonam, Gregg Christenson
  - 2. Policy Review Committee: Suba Subbarao-Chair, Anne Kucher, Madge Lawson
  - 3. Strategic Priorities Committee: this proposed special committee would identify high-level priority goals for the next 3-5 years. Mr. Christenson suggested that it also be comprised of community members representing cross-section of the community; Ms. Morian will research some community members that could be invited. Ms. Lawson expressed interest in joining this committee.
  - 4. The board will consider revising Gov-5 Library Board Committee Policy to convene the Director's Evaluation Committee in odd-numbered years to coincide with the fact Ms. Morian was hired as the director in an odd-numbered year.

#### IX. Other Business

- A. In honor of outgoing Library Director, Christine Hage's 31 years of service to the Rochester Hills Public Library, Mr. Stouffer made a motion, which Ms. Subbarao seconded, and the board approved renaming the youth room the "Christine Lind Hage Youth Room."
- B. The board and liaisons discussed the 2020 RHPL Community Survey draft questions and suggestions for improvements. Ms. Knox-Potts asked about the focus groups that were conducted in 2019. Focus groups are ideal for testing existing ideas or brainstorming new ones. A statistically relevant survey provides trustworthy data that is indicative of the community at large. Ms. Morian confirmed that

staff will rely on the expertise of an outside consultant to vet the questions before sending out the survey.

C. Board Comments

1. Mr. Stouffer paid tribute the memory of Jack Nicholas, an RHPL board member from 2001 – 2009, sharing that Jack was an insightful and dedicated board member and that he was highly instrumental in securing a library bookmobile. Ms. Morian shared that the library will be book plating materials for use on the bookmobile in honor of Mr. Nicholas, and she will write a letter to the family on behalf of the board, staff, and Friends of the Library.
2. Ms. Subbarao expressed appreciation that the library received a donation of 200 books in Tamil, said to be the world's oldest living language, adding to its existing collection of materials in this language.
3. Ms. Kucher commented that the option to request a purchase was hard to find on the website and perhaps it can be added to the online catalog pages.

D. Questions from the Liaisons

1. Mr. Tyler will be out of state for the February and March board meetings, but anticipates Mr. Andrew Parker, Vice-President of the Oakland Township Library Board, will attend in his absence. Mr. Tyler expressed his appreciation for being welcomed to the RHPL board meetings and would like to be considered as a member on the Finance committee if the board seeks additional members.
2. Ms. Knox-Potts expressed a desire to serve on the RHPL Policy Review committee if the board seeks additional members.

X. The regular meeting adjourned at 8:32 p.m.

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Suba Subbarao, Secretary