

**Rochester Hills Public Library
Board of Trustees Meeting**

July 13, 2020

- I. The Board of Trustees of the Rochester Hills Public Library held a regular (virtual) meeting on Monday, July 13, 2020. The President called the meeting to order at 8:02 p.m. via a virtual roll call. The presiding officer was Madge Lawson.

A quorum of the board was present including Bob Bonam (joined at 8:06 pm), Gregg Christenson, Anne Kucher, Chuck Stouffer, and Suba Subbarao.

Guests included Library Director Juliane Morian, City of Rochester Liaison Ayana Knox-Potts and Oakland Township Liaison Michael Tyler.

- II. There were no public comments.
- III. Minutes –On a motion by Ms. Kucher, which Ms. Subbarao seconded, the board approved the regular meeting minutes of June 8, 2020.
- IV. The Treasurer’s Report –The board reviewed, discussed and filed the treasurer’s report.
- V. On a motion by Mr. Stouffer, which Ms. Kucher seconded, the board approved the monthly bills for June 2020 totaling \$328,184.27.
- VI. Communications
 - A. The board reviewed, discussed and filed the communications.
- VII. Director’s Report and Statistical Report
 - A. The board reviewed and discussed the progress of reopening the library in phases during the COVID-19 pandemic. Ms. Morian commented that Phase 4: Drive-Thru was very successful in maintaining contact-less delivery of materials to customers. Ms. Morian also offered that, while early in the next stage of library operation, Phase 3: Grab & Go is progressing well with most customers abiding by the rules; she did comment that in an effort to dissuade people from lingering in the library too long, library staff removed most of the seating from the library.
 1. Ms. Subbarao asked about policy regarding independent businesses meeting with clients inside the library (e.g. tutoring). Ms. Morian stated that MGT-10 Meeting Room Use Policy is the only known policy that addresses and prohibits specific type of business activity within the library, “Library facilities shall only be reserved for civic, cultural or educational purposes. Meetings of an infomercial nature (including selling a product or service and/or soliciting new

customers) or any commercial ventures are not permitted.”

However, this policy point would not necessarily prohibit a tutor from meeting with their student at a table and conducting a tutoring session within the library.

- B. The board reviewed and discussed the statistical report.
 - 1. Ms. Morian noted strong performance of electronic material circulation and Oakland Talking Book Service.
- VIII. Committee Reports
- A. Finance Committee
 - 1. The Board reviewed the 2021 budget.
 - a. Board members engaged in a conversation about potential vulnerabilities to revenue in 2021 and Ms. Morian stated that historically libraries bear the brunt of an economic downturn in the year following a recession so the library will prepare for contingencies in 2021 and 2022.
 - b. Mr. Tyler encouraged the board to consider using some contingency funds for an increase in the materials budget.
- IX. Other Business
- A. The board reviewed the Friends of RHPL request holding a high volume book sale either utilizing the multipurpose room, the sidewalk outside of the library, or the parking lot.
 - 1. The Board expressed their gratitude for the Friends for exploring creative options, however, the Board did not think it was safe to hold a sale that welcomes 100+ individuals to the library during phase 4 of the MI Safe Start Plan or Phase 3: Grab & Go phase of library operation. The Board said they would permit Friends opening their Used Book Sale Room by appointment for selling their inventory to select buyers during the current phase of operation. If the state of Michigan moves to phase 5 of the MI Safe Start Plan or the library moves to Phase 4: Limited Service, the Board would consider allowing Friends to hold a small book sale.
 - B. Ms. Morian presented a new topic for discussion regarding a request for a memorial plaque on furnishings inside the library. The board confirmed the current policy (MGT-5 Gift and Donation policy) conveys the thresholds to use for such gifts.
 - C. There were no additional comments from the Board.
- X. Questions from the Liaisons
- A. There were no additional questions from the liaisons; Ms. Morian noted the technical difficulties in using Google Meet as the virtual platform and happily announced that the Board would return to using Zoom for future meetings.

July 2020 RHPL Board Minutes

XI. The regular meeting adjourned at 9:08 p.m.

Suba Subbarao, Secretary