



East Lansing Public Library

Board of Trustees
Carole Dodgson, President
Paul Cervenak, Vice President
Amy Zaagman, Secretary
Martha Smith
Lance Wilkinson

City Council Liaison
Erik Altmann

Staff Liaison
Kristin Shelley

**EAST LANSING
PUBLIC LIBRARY**
950 Abbot Road
East Lansing, MI 48823

(517) 351-2420
www.elpl.org

MINUTES

January 24, 2018 at 4:30pm

**East Lansing Public Library Board of Trustees Meeting
Library Conference Room
950 Abbot Rd.**

1) Call to Order

Dodgson called the meeting to order at 4:32pm.

2) Roll Call

Trustees Dodgson, Zaagman, Smith and Wilkinson were present. Also in attendance were Friends Liaison Toba Kaplowitz, Head of Customer Experiences Jason Shoup and Director Kristin Shelley. Trustee Cervenak and City Council Liaison Erik Altmann were absent.

3) Opening

A) Approval of December 20, 2017 Meeting Minutes

Wilkinson moved.

Zaagman seconded.

All in favor.

Motion carried.

B) Approval of Current Meeting Agenda

Zaagman moved.

Wilkinson seconded.

All in favor.

Motion carried.

4) Communications

A) Audience: none

B) Written Correspondence: none

5) Reports

A) City Council Liaison Report

Shelley shared a report sent via email from Altmann:

- Encouraged everyone to attend the upcoming Community Engagement Meetings on the City of East Lansing's budget priorities or to take the corresponding online survey.
- Public Hearings will be set to address five new revenue options for the City.

B) Friends of the East Lansing Public Library Report

Kaplowitz reported that the Friends received \$1,350 in donations for Giving Tuesday.

6) Old Business:

A) Core Values of the East Lansing Public Library: Discussion
Discussion included:

- Combining or removing bullet points



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- Adding specific terms
- Revising the Vision Statement

7) New Business

A) Resolution 04-18 authorizing the application for a special liquor license for the Books, Bites and Bids fundraiser on April 13, 2018.

Zaagman moved.

Smith seconded.

All in favor.

Motion carried.

B) Updated staff photo list

Shelley shared an updated staff photo list and added that Emily Gordon is not working for the library as she took a full-time position at City Hall.

C) FY2018 Action Plan: 6-Month Update

Shelley shared a 6-month update to the Fiscal Year 2018 Action Plan.

Discussion included:

- Marketing/Communications Specialist position
- Interior signs
- 2018 Books, Bites and Bids
- Elementary School curriculum and science nights
- One year anniversary for the Children's Social Justice Reading Group
- Non-traditional circulating collections
- First annual East Lansing Robotics Festival
- New partnerships and collaborations

D) Discussion regarding Library Trustee search

Shelley reminded the board that Trustee Smith's term expires on June 30, 2018. Discussion included the search process.

8) Library Reports

A) Financial Report

Shelley provided a written financial report. Discussion included donations, fund balance and charges from the City.

B) Director's Report

Shelley provided a written Director's Report. Discussion included:

- Gingerbread house program
- Knitting group made 100 items donated to Homeless Angels
- Seasonal displays in the children's area
- Increase in ebook checkouts after the partnership with Kent District Library

C) President's Report: none



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9) Announcements

Shelley reminded the board about the Black History 101 Mobile Museum and the Concert in the Café with Rodney Page.

10) Adjournment


Zaagman moved.

Smith seconded.

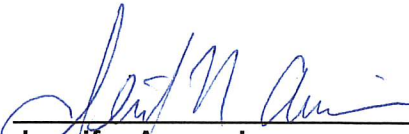
All in favor.

Motion carried.

Dodgson adjourned the meeting at 6:04pm.



Carole Dodgson
President
Date 2-21-18



Jennifer Amormino
Executive Assistant
Date 2/24/18