



# East Lansing Public Library

## Board of Trustees

Paul Cervenak, President  
Amy Zaagman, Vice President  
Lance Wilkinson, Secretary  
Carole Dodgson  
Diane Goddeeris

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](http://www.elpl.org)

## MINUTES

**October 24, 2018 at 4:30pm**

East Lansing Public Library Board of Trustees Meeting  
Library 3/4 Meeting Rooms  
950 Abbot Rd.

### 1) Call to Order

Cervenak called the meeting to order at 4:30pm.

### 2) Roll Call

Trustees Cervenak, Zaagman, Wilkinson and Dodgson were present. Trustee Goddeeris was absent. Also in attendance were Dave Graw of AnInterval, City Council Liaison Erik Altmann, Friends President Maureen McCabe-Power, Executive Assistant Jennifer Amormino, Circulation Supervisor Robert Chartrand, Head of Technology Services Lauren Douglass, Collections/Technical Services Librarian Amber Laude and Director Kristin Shelley.

### 3) Opening

#### A) Approval of September 19, 2018 Meeting Minutes

Dodgson moved.

Wilkinson 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

Altmann reported on:

- Bird and Lime scooter rental services
- Marijuana provisioning centers
- Possible proposal for DDA Evergreen Properties and Dublin Square property

#### B) Friends of the East Lansing Public Library Report

McCabe-Power reported:



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- November and December art gallery artists
- Upcoming "ask" letter
- Update on Friends newsletter

## 6) Old Business:

### A) Presentation of library logo redesign concepts

Graw presented two concepts for a new East Lansing Public Library logo. He also presented logo implementation options for both concepts. Discussion included placing equal emphasis on "East Lansing" and "Public." Graw will present a logo revision at an upcoming Library Board of Trustees meeting.

### B) Media by Mail Policy

Chartrand provided a draft of the Media by Mail policy, an enrollment form, rating sheet and return instructions. Discussion included changing "will" to "may" in "Users will not be able to use their library card for checkout at the library itself."

Zaagman moved to approve the policy with the amendment as discussed.

Wilkinson seconded.

All in favor.

Motion carried.

## 7) New Business: None

## 8) Library Reports

### A) Financial Report

Shelley provided a written Financial Report. Discussion included:

- \$2,000 donation from the Friends for a Storytime Collection
- Restricted donations
- Periodicals
- Request For Proposal for HVAC system

### B) Director's Report

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

- Program with Dr. Mona Hanna-Attisha and US Senator Debbie Stabenow
- American Creed film; panel discussion and David Roth concert
- Robot Week
- Welcome Nights at the East Lansing Elementary Schools
- After-school teen program
- Recent exclusion letters

### C) President's Report: none



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## 9) Announcements

Shelley announced:

- She was appointed to the Library of Michigan's Board of Trustees
- C2AE was awarded the 2018 Interior Architecture Honor Award by the American Institute of Architects (AIA) Grand Rapids Chapter for the interior renovation of East Lansing Public Library
- Reminder that the November Library Board meeting is scheduled for Monday, November 19 at 4:30pm

## 10) Adjournment

Dodgson moved to adjourn the meeting.

Wilkinson seconded.

All in favor.

Motion carried.

Cervenak adjourned the meeting at 6:07pm.

Paul Cervenak

President

Date 11-19-2018

Jennifer Amormino

Executive Assistant

Date 11/21/18