

HAZEL PARK MEMORIAL LIBRARY  
123 EAST NINE MILE ROAD  
HAZEL PARK, MICHIGAN 48030

LIBRARY BOARD MEETING  
MONDAY, JULY 23, 2012 6:30 P.M.  
THE MONROE ROOM

CALL TO ORDER:

The Regular Meeting of the Hazel Park Memorial (HPML) Board of Directors was called to order at 6:31 P.M. by President Sandra Pond.

BOARD OF DIRECTORS PRESENT:

Sandra Pond, President  
Bob Peterson, Vice President  
Linda Zeiss, Secretary  
Ed Bullock  
Michael Pyciak  
Irene Zagar

BOARD OF DIRECTORS ABSENT: N/A

IN THE AUDIENCE:

Chas Hayes,  
HPML Computer Technician

CONVOCATION: PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON AGENDA ITEMS: N/A

ADDITIONS TO AND APPROVAL OF THE AGENDA:

Motion to Approve the Agenda: Bullock. Support: Zeiss. Motion approved, 6-0.

APPROVAL OF MINUTES:

Peterson motioned to approve the minutes of the April 23, 2012 meeting. Pond supported the motion. Zagar and Pyciak abstained from voting, as they were absent from the April meeting. The motion was approved, 4-0.

Zeiss motioned to approve the June 25, 2012 minutes. Peterson supported the motion. Bullock abstained, as he was absent from the June 25<sup>th</sup> meeting. The motion was approved, 5-0.

DIRECTOR'S REPORT:

NOTE: A COMPLETE NARRATIVE OF THE DIRECTOR'S REPORT IS ATTACHED.

The Director placed the following monthly documents in each Board member's packet:

THE MONTHLY BUDGET REPORT, for June 2012  
CIRCULATION REPORTS, for June 2012  
July 2012 INVOICES

Bullock motioned to "receive and file" the Director's Report. Zagar supported the motion. The motion carried, 6-0.

NEW BUSINESS:

1. Outreach to Senior Citizens (Presentation)

Keyser invited Librarians Liz Colombo and Corrine Stocker into the meeting to give a brief presentation on the results of their outreach efforts to the senior citizens of Hazel Park. Colombo and Stocker provided a written report of the statistics to the board, and described the enthusiasm with which their efforts have been received. The Board of Directors applauded their success.

2. Resignation of Board Transcriptionist

Keyser reported the resignation of Dorothy Peterson, the contract transcriptionist for the Library Board. Bullock motioned to have future minutes transcribed by library staff as a cost saving measure. Pyciak supported the motion. The motion passed, 6-0.

3. FAX24 Public Fax Kiosk Trial

Keyser presented the board with a proposal to try FAX24, a self-service faxing module for library patrons. Keyser expressed that this would not cost the library any money, and could save a considerable amount of staff time that is currently devoted to sending faxes for patrons. Zagar motioned to authorize Keyser to move forward with the FAX24 trial. Bullock supported the motion. The motion passed, 6-0.

4. Michigan Library Association Annual Conference in November

Keyser informed the Board of that the annual conference of the Michigan Library Association (MLA) will be happening in Dearborn this November 7-9th. Keyser said this is an excellent opportunity for librarians to continue their education and professional development. Peterson expressed that he would like the library to remain open to the public during this time, and recommended seeking a substitute to staff the reference desk. Bullock motioned that the library pay for all five professional librarians from the HPML staff to attend the full conference. Zagar supported the motion. The motion passed, 6-0.

5. Request for Use of Meeting Room

A non-profit group, Food and Water Watch, requested permission to use the Monroe Room for the screening of a documentary film. Zagar motioned to approve the request. Bullock supported the motion. The motion passed, 6-0.

## 6. Early Closures

Keyser requested permission to close the library at 4:45 PM on Wednesday, August 1<sup>st</sup> for the End of Summer Reading Picnic at Scout Park, and at 6 PM on Wednesday, August 15<sup>th</sup> for mandatory staff training for the new Overdrive database. Zagar motioned to approve the request, and Zeiss seconded the motion. The motion carried, 6-0.

Old Business: N/A

Committee Reports:

### 1. Hazel Park Library Friends

Liaison Ms. Zeiss described current fundraisers and the "Little Library" project.

PLANNING: Peterson stated there is a bill that will go before the Senate in the fall concerning weapon legislation. He encouraged his fellow board members to contact the legislators and ask them to include libraries as places where the open carrying of weapons is prohibited. He described an incident that happened in a nearby library wherein gun advocates carried weapons inside a library and filmed the reactions of the public and library staff. He said that the board should pass a policy requiring anyone who wants to film or photograph inside the library must get advance approval from the Director or Library Board.

Pond responded that she has requested that Keyser investigate how such a library policy could be adopted, and will make a recommendation at a future meeting.

## BOARD MEMBERS' AND DIRECTOR'S COMMENTS:

Jessica Keyser:

Thanked the board for sponsoring the staff to attend the MLA conference in the fall. Also, she said that there is free breakfast and lunch every day of the week available to kids in Hazel Park at the High School and Recreation Center, and she would like more people to take advantage of the opportunity.

Irene Zagar:

No Comment.

Ed Bullock:

He said that he would like to do whatever is needed to support the librarians in their outreach to senior citizens.

Bob Peterson:

No Comment

(Library Board's Minutes of 7/23/12)

Linda Zeiss:

No Comment

Sandra Pond:

Stated she really appreciates the good work that Liz Colombo and Corrine Stocker are doing!

ADJOURNMENT:

Zagar motioned adjournment at 7:13 P.M. Zeiss supported the motion.