

# **Hazel Park Memorial District Library Board**

Meeting Minutes

August 29th, 2022

Draft Pending Approval at next meeting

## **Opening**

The regular meeting of the Hazel Park Memorial District Library Board was called to order at 7:02pm on August 29th, 2022 in the Eppert Room located in the Hazel Park District Library by Board President Adam Duberstein.

## **Present**

Adam Duberstein      Rich Robbins

Jordan Wright      Caitlyn Yother

Linda Zeiss

Nina Mital and Barbara Winter were previously excused from the meeting.

## **Approval of Agenda, Minutes, and Directors Report**

The motion of approval of the agenda was created by Caitlyn Yother and supported by Jordan Wright with the additional item of the Director Evaluation and adding recording responsibilities to the staff secretary position item. There were no public comments on the agenda.

The motion to receive and file the meeting minutes from the July meeting was created by Jordan Wright and supported by Linda Zeiss.

The motion to receive and file Corrine Stocker's Library Director Report was created by Rich Robbins, supported by Caitlyn Yother.

All items unanimously approved as distributed or amended.

## **New Business**

- 1.) Proposal to add a library staff member to record and take notes during the library board meetings and compile official meeting minutes (Duberstein)

The board has decided to begin this process during next month's meeting and the secretary will also take the attendance. Randy

Ernst-Meyr will be the official staff secretary. The motion was created by Caitlyn Yother with support from Jordan Wright.

- 2.) Proposal to close the library for two days for staff to do several building maintenance and organizational projects. (Ernst-Meyer)

Corrine will work with staff to coordinate days and the public will be given at least two (2) weeks notice of the closure. Motion created by Jodan Wright with support from Linda Zeiss.

- 3.) Director's evaluation Schedule

The director will receive a performance evaluation to be completed by all board members before the current board exits their positions, ideally during the September meeting. Secretary Caitlyn Yother will provide the evaluation forms previously used in 2019 to all current board members. Motion has been created by Jordan Wright and supported by Rich Robbins.

### **Old Business**

There is no old business at this time.

### **Committee Reports**

#### Library of things:

No new updates

#### Strategic Planning:

No new updates

#### Renovation Committee:

Committee created to oversee renovations and improvements to the library. Members are Rich Robbins, Adam Duberstein, Corrine Stocker. Jordan Wright will confirm with the board if he is available to join the committee.

### **Planning**

The Legal Aid Clinic has been removed from active planning at this time. No other planning updates are available.

## **Public Comments**

Sherry A. Wells of the Green Party presented positive feedback for our senior outreach program. She also announced her candidacy for the University of Michigan's Hall of Regents Race.

## **Adjournment**

Meeting was adjourned at 7:55pm by Board President Adam Duberstein. The next general meeting will be at 7pm on Monday September 26th, 2022. Locations or viewing options will be made available to the public before the meeting date.

Minutes submitted by: Caitlyn Yother

Approved by: Pending