

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

DECEMBER, 2021 LIBRARY BOARD MEETING
WEDNESDAY, DECEMBER 15, 2021, 7:00 P.M.
HAZEL PARK MEMORIAL DISTRICT LIBRARY
(248) 546-4095

CALL TO ORDER
ROLL CALL
CONVOCATION: PLEDGE OF ALLEGIANCE
PUBLIC COMMENTS ON AGENDA ITEMS
ADDITIONS TO AND APPROVAL OF AGENDA
APPROVAL OF MINUTES: 11/17/2021 MEETING

DIRECTOR'S REPORT:

- CIRCULATION REPORTS—NOVEMBER 2021
- PROGRAM STATISTICS--NOVEMBER 2021
- INVOICES—DECEMBER 2021

NEW BUSINESS:

- Library Board meeting dates for 2022
- Permission to retain Anne Seuryneck of Foster Swift Collins & Swift at new hourly rate
- Update on HB 5608 (also known as Richard's Law), per President Duberstein

OLD BUSINESS:

- Proposal to add a non-voting teen representative to the Library Board, per President Duberstein

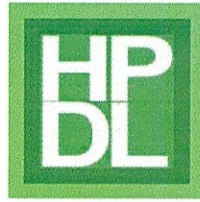
COMMITTEE REPORTS: Library of Things Committee, Strategic Planning Committee

PLANNING: Part-time Social Worker from Fair Sky Foundation, Free Legal Aid Clinic with Judge Hartwell, DIA Mural Project

PUBLIC COMMENTS

BOARD MEMBER AND DIRECTOR COMMENTS

ADJOURNMENT



**Hazel Park District Library
December 2021 Director's Report**

Trustee Biographies and Photos

So far, we have received them from Adam, Jordan and Richard. If you would like to have yours included, please get it to us as soon as possible. If you don't wish to have yours included, please let me know.

Program Highlights

Our Crafts with Santa program will be held on Saturday, December 18, from 1:00 until 3:00. Children get to visit with Santa, make winter and holiday-themed crafts, receive a brand new age-appropriate book, and enjoy a snack. We are still looking for volunteers to help out with this event; please let me know if you are interested.

Donations

I'm pleased to announce that we received the following donations in the past month:

\$9,000 from the Eppert Family Foundation
\$1,383 from the Madison Heights Boy Scout Troop 1589
\$100 from Judy Haynes

"First Amendment Audit"

I'm even more pleased to announce that we survived our very first "First Amendment Audit" unscathed. On Monday, 12/13/21, a young man came into the library and was filming everything with a video camera. He began by filming the items on our bulletin board. He then proceeded to ask for our books on the United States Constitution. I had briefed staff about this potential situation back in the summer or fall, so thanks to the information provided by the Library of Michigan as well as local public library directors, we knew how to react. Staff stayed calm and showed him the information that he requested. If he was looking for a fight, we were prepared NOT to give him one, and he left without incident.

November 2021						
	JULY	AUG	SEPT	OCT	NOV	DEC
ILL REQ RE	798	780	1558	1456	447	
ILL REQ SN	1202	2017	1103	1797	422	
VOLUNTEER HRS	74	61	48	103	45	
PATRONS CUR YR	3510	3244	2988	3013	3053	
PATRONS LAST YR	4093	4098	4130	3990	3978	
PROG ATTN 0-5	49	16	73	85	17	
PROG ATTN 6-11	106	0	11	22	49	
PROG ATTN 12 UP	55	97	42	134	67	
PROG ATTN ADULTS	118	64	117	107	80	
PROG ATTN TOTAL	328	177	243	348	213	
ADULT PROGRAMS	0	2	5	5	5	
TEEN/TWEEN PROGRAMS	3	5	3	5	3	
JUVENILE PROGRAMS	7	8	7	8	7	
GENERAL PROGRAMS	9	1	3	2	2	
TOTAL PROGRAMS	19	16	18	20	17	
ITEMS LKN CUR YR	73,484	73,515	73,818	73,814	73,849	
ITEMS LNK LAST YR	81,242	81,249	79,391	78,584	77,476	
CIRCULATION CUR YR	2,942	1,861	1,421	1458		
CIRCULATION LST YR	1329	1,348	1,694	1214		
CIRCULATION CHANGE	121%	38%	-16%	20%		
OVERDRIVE CIRCULATION	508	473	434	472	396	
HOOPLA CIRCULATION	163	143	156	138	155	
MATERIALS CIRC TOTAL	3613	2526	2011	2068		
FINES	\$49.00	\$6.00	\$21.89	\$28.49	\$6.00	
PENAL FINES	\$28,996.95	\$0.00	\$0.00	\$0.00	\$0.00	
STATE AID	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
MISC INCOME	\$2,799.85	\$2,888.10	\$10,658.28	\$1,156.86	\$16,853.55	
TOTAL INCOME	\$31,845.80	\$2,894.10	\$10,680.17	\$1,185.35	\$16,859.55	
.....						
	JAN	FEB	MAR	APRIL	MAY	JUNE
ILL REQ REQ RECD						
ILL REQ SENT OUT						
VOLUNTEER HOURS						
PATRONS CUR YR						
PATRONS LAST YR						
PROG ATTN 0-5						
PROG ATTN 6-11						
PROG ATTN 12 UP						
PROG ATTN ADULTS						
PROG ATTN TOTAL						
ADULT PROGRAMS						
JUVENILE PROGRAMS						
TEEN PROGRAMS						
GENERAL PROGRAMS						
TOTAL PROGRAMS						
ITEMS LKN CUR YEAR						
ITEMS LKN LST YEAR						

November 2021 Program Statistics

Program Name	Date	Type	Age 0-5	Age 6-11	Age 12-17	Adult	Total
Baby Storytime	11/3/2021	Juvenile	1			2	3
Senior Trivia @ Baldwin	11/3/2021	Adult				5	5
Storytime	11/5/2021	Juvenile	1			1	2
Fun Friday	11/5/2021	Tweens/Teens			22		22
Family Fun Night	11/9/2021	General	4	4		8	16
Baby Storytime	11/10/2021	Juvenile	2			3	5
Ham Radio Club	11/10/2021	Adult				21	21
Storytime	11/12/2021	Juvenile	3			2	5
Fun Friday	11/12/2021	Tweens/Teens			20		20
Dungeons & Dragons Club	11/13/2021	General			3	2	5
Book Club	11/17/2021	Adult				8	8
Baby Storytime	11/17/2021	Juvenile	4			6	10
Hoover Library Night	11/17/2021	Juvenile		45		3	48
Senior Book Club	11/18/2021	Adult				4	4
Senior "Book Mobile"	11/18/2021	Adult				14	14
Storytime	11/19/2021	Juvenile	2			1	3
Fun Friday	11/19/2021	Tweens/Teens			22		22
			17	49	67	80	213

INVOICES DECEMBER 2021

978 Amazon (October 2021 Orders)	\$325.09
978 Baker & Taylor (October and November orders)	\$2,092.42
978 Library CC	\$60.27
728 Amazon (October 2021 Orders)	\$51.91
756 Amazon (October 2021 Orders)	\$177.09
756 Quick Made Trophy Sales	\$31.50
756 Tony's Ace Hardware	\$2.39
804 Amazon (October 2021 Orders)	\$109.17
804 High Mowing Organic Seeds	\$8.75
804 Katherine Gorncy (Quarterly yoga instruction)	\$150.00
804 Library CC	\$151.32
818 Goyette Mechanical (Quarterly maintenance)	\$583.50
818 Library CC	\$34.98
818 Fire King Company	\$79.20
818 Hoopla (November 2021 Usage)	\$279.70
818 Michigan Office Solutions	\$76.34
921 DTE due 12/31/21	\$1,076.72
957 Library CC	\$25.60
Total	\$5,290.35

Proposed dates for Library Board meetings in 2022

(Please note that these are all occurring at 6:30 on Mondays.)

January 24

February 28

March 28

April 25

May 23

June 27

July 25

August 29

September 26

October 24

November 28

December 19

Anne M. Seuryneck

ASeuryneck@fosterswift.com

P: 616.726.2240 F: 517.367.719

Suite 200

1700 East Beltline, NE

Grand Rapids, MI 49525

December 9, 2021

Corrine Stocker
Library Director
Hazel Park Memorial District Library
123 E. Nine Mile Rd.
Hazel Park, MI 48030

Re: Hourly Rate

Dear Corrine:

Foster Swift Collins & Smith PC is grateful for our ongoing relationship with Hazel Park Memorial District Library and other public sector clients. We continue to be committed to providing excellent legal services for our clients in a prompt and efficient manner at reasonable rates.

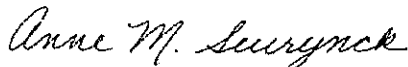
As part of our business plan, we periodically review our billing rates for our clients. Due to increased business expenses, we have found it necessary to adjust our hourly billing rate for Hazel Park Memorial District Library to \$225 effective February 1, 2022. The hourly billing rate for employee benefit work will remain capped at \$250. These rates will be effective through December 31, 2022. After 2022, there will be a yearly hourly rate increase of not more than 5% unless otherwise agreed to by the Library and the firm. The rate for bond work, if necessary, will be discussed with the Library at the time such work is required; the Library will obviously have the opportunity to discuss and agree to any bond related work. For certain matters, fees will be billed on a flat fee basis as agreed to between the firm and the Library. We would be happy to provide an estimate for any specific project. We believe that the new rate is still very reasonable, especially given our expertise and experience in providing legal services to Hazel Park Memorial District Library and other libraries throughout Michigan.

We value our client relationship with Hazel Park Memorial District Library. We will continue to work as efficiently as possible while providing outstanding legal services.

We ask that you present the increased rate to your board and send a signed copy of this letter back to us. If you have any questions, please do not hesitate to contact me.

Sincerely,

FOSTER SWIFT COLLINS & SMITH PC



Anne M. Seuryneck

Hazel Park Memorial District Library

By:


Signature

Name:

Corrine Stocker
Please print name

Title:

Library Director
Please print title

Date:

December 13, 2021