



Livonia Public Library Board of Trustees Meeting Agenda

Date: Tuesday, March 12, 2024
Time: 7:30 – 8:15 PM
Location: Patterson Meeting Room

Topic
<p>Meeting begins Christine called meeting to order 7:52 pm due to strategic planning meeting running late</p>
<p>Approval of February 13th Meeting Minutes Motion to accept minutes Christine; Mae seconded</p>
<p>Bills Christine made Motion \$10,082.86 to accept bills for February 2024; Brian seconded</p>
<p>Director Report (Shamika) eclipse- NASA ambassador Matt movie for Black History- LEAP Pass- well received LivCo directors want to be part of it Black history month display Women’s history display Irish American Door count not working properly- quote for \$5000 counter; \$3500- talk about later Staff vacancies- finally full house</p> <ul style="list-style-type: none"> ● Nancy acclimating ● Gabbi- started Thursday ● April- planned interview for sub <p>staff strategic plan highlights civil service staff roster updated with appropriate titles March 1st- EAP orientation first Friday in April resources and trainings available</p>
<p>building & maintenance elevator access- inspection done but access will not partner with us cannot find someone to come to do inspection SG security- not as responsive due to staff decrease Adam came for building and zoning inspection waiting to hear village given new toters for recycling but we haven't received yet- changed to casella- service not interrupted staff supposed to be bumped to \$15 per hour but they were not- retro pay- town not held to same federal standard</p> <p>grant \$7082.57 received service animals vs support animals- policy committee- liability questions create and modified Geneva policy on service- put to board vote solar eclipse- schools closing; we’re doing activities leading up to it recommendation to close for eclipse day Christine made motion; Brian</p>

passed
 annual report- Shamika completed as much as possible gave to Kelly to complete
 patron who stole items- not able to connect with her/ parents- type letter to provide to
 tutor/ school liaison- suspend use of tutor room- want to partner with other adults to
 help young patron
 patron in teen area and asked to relocate to adult area; became disrespectful-
 escalated and called sheriff
 ban for a duration of time?; board vote to ban indefinitely. Christine made motion;
 Brian seconded. Motion passed.
 Incident report draft to attach to letter
 policy committee needs to review policies related to code of conduct with clear
 guidelines

Friends Report (Mae)

pop up book sale 4/6/24- 11-2
 march madness- chose easter/ st patricks/ Dr. Suess
 James coming Friday for book shelf to begin building; design for approval and cost
 touching base with different groups of people- friends to touch base with at annual
 meeting- first wed/ thurs in june
 collecting data/ feedback from many community members

Old Business

- Sexual Harassment Training
 EAP training- Workplace violence training- mandatory- through the town
 audits are about sexual harassment
- What's New in the 2023 Edition of the Trustee Handbook (3/19 @ 5 PM)
 OWWL training- zoom; recording available
- open meeting policy notices in LCN?

New Business

- Pet Policy?
- receipt for food? Liz gifted the food
- Cabinets look nice- new cabinets for future?

Committee Updates

- Budget (Brian, Liz, Mary)
- Building and Grounds (Rick, Brian)
- Personnel (Christine, Liz, Tammy)
- Policy (Christine, Denise, Cori) need to schedule
- Publicity (Christine)

planning committee for strategic plan? form committee for next meeting

Adjournment @ 8:40

Mae made motion to adjourn; Brian seconded. Meeting adjourned.

Note: additional meeting materials are available upon request.



Next Board Meeting: April 9th, 2024 at 7:00 PM