

**Belleville Area District Library
Meeting Minutes
July 14, 2020**

Chair Sharon Peters called the meeting to order at 7:39 pm via Ring Central teleconference.

1. Roll Call

The following persons were present: Joy Cichewicz, Mary Jane Dawson, Alma Hughes-Grubbs, John Juriga, Sharon Peters, and Linda Priest. Also present: Library Director Mary Jo Suchy and Assistant Director Hilary Savage.

2. Approve Agenda

Motion by Juriga to approve the agenda as presented. Seconded by Priest. A roll call vote was taken. Ayes: Cichewicz, Dawson, Hughes-Grubbs, Juriga, Peters, and Priest. Nays: None. The motion carried unanimously.

- 3. Approve June 9, 2020 minutes.** Motion by Priest, seconded by Dawson, to correct the date of minutes to 6/9/2020 and approve the minutes as amended. A roll call vote was taken. Ayes: Cichewicz, Dawson, Hughes-Grubbs, Juriga, Peters, and Priest. Nays: None. The motion carried unanimously.

- 4. Public Comments:** None.

- 5. Resolution to fill Board Member Vacancy:** Motion by Dawson, seconded by Hughes-Grubbs to nominate Tanya Stoudemire to fill the board vacancy (Resolution 2020-1). No other nominations were made. Stoudemire accepted the nomination. A roll call vote was taken: Ayes: Cichewicz, Dawson, Hughes-Grubbs, Juriga, Peters, and Priest. Nays: None. The motion carried unanimously.

6. Committee Reports

- A. **Building:** The irrigation system and landscaping on Roys St. have been installed, and the live roof is being installed. The old library was demolished yesterday. DTE pole relocation in the alley has been difficult to get scheduled. O'Neal Construction is exploring a shift in the retention pond so that the project can continue. The poles will still need to be relocated. When the boiler system was resized to eliminate the glycol system, the mechanical engineer made a math error. The mechanical engineer and Dan Whisler have contacted their insurance companies about this issue. The proposed donor wall that will be in the circular entryway was described.
- B. **Bylaws:** No report.
- C. **Finance:** Peters appointed Stoudemire to the finance committee.

D. **Marketing:** The Library's Grand Opening will probably have to wait until next year when the library is open without any restrictions. However, a donor celebration may be considered earlier if it is safe to do so.

E. **Personnel:** No report.

F. **Policy:** The library needs to update its policy in reaction to the City's approval of a Designated Outdoor Refreshment Area. It is also time to revisit the code of conduct which was approved in 2010.

7. Approve Accounts Payable: Motion by Dawson, seconded by Juriga, to approve the accounts payable as presented. A roll call vote was taken: Ayes: Cichewicz, Dawson, Hughes-Grubbs, Juriga, Peters, Priest, and Stoudemire. Nays: None. Motion carried unanimously.

8. Director's Report: Curbside service and limited lobby services by appointment are up and running. The staff is planning for "grab and go" service, which will allow browsing on the first floor.

9. Trustee Comments:

Juriga – Welcomed Tanya Stoudemire back to the Board.

Priest – Was visualizing the new parking lot with lots of cars and people in the building.

Cichewicz – Had to miss one of the building committee meetings. She complimented the committee, Dan and O'Neal Construction for their handling of the boiler issue.

Stoudemire – Thanked everyone for their warm welcome. She hopes to get a grant to help cover some of the library's COVID expenses.

Dawson – Was happy Tanya made the decision to come back to the board. She thanked the rest of the board for supporting the building committee in their decisions.

Hughes Grubbs – Thanked the building committee for their diligence, hours, and commitment. She welcomed Tanya back.

10. Chair Comments:

Peters – Commented on these challenging times. Meeting on the internet is not the way everyone is used to meeting, but all are making it work.

11. Adjournment:

Motion by Juriga, seconded by Priest, to adjourn. A roll call vote was taken: Ayes: Cichewicz, Dawson, Hughes-Grubbs, Juriga, Peters, Priest, and Stoudemire. Nays: None. Motion carried unanimously. The meeting adjourned at 8:58 pm.