

Belleville Area District Library Board
Regular Meeting Agenda
March 12, 2024 at 7:30 PM

The Belleville Area District Library Board will meet in person in the library's 2nd floor Conference Room.

Agenda:

1. Pledge of Allegiance
2. Roll Call: Cichewicz, Fleming, Hughes-Grubbs, Juriga, Peters, Priest, Stoudemire
3. Approve Agenda
4. Approve February 13, 2024, Regular Meeting Minutes
5. Public Comments
6. Approve Calendar/Room Booking Software Purchase
7. Committee Reports
 - A. Building-Cichewicz
 - B. Bylaws-Juriga
 - C. Finance-Stoudemire
 - D. Marketing-Hughes-Grubbs
 - E. Personnel-Priest
 - F. Policy-Fleming
 - a. BADL Art Committee Members Policy
 - G. Art
8. Approve Accounts Payable
9. Director's Report/Comments/Communications
10. Trustee Comments
11. Chair Comments
12. Adjournment

Any citizen wishing to provide input or ask questions about any agenda item may speak during the meeting's Public Comments section or forward comments to the Library Director in advance by leaving a message at 734-699-3291 or via the Contact Us link at www.belleville.lib.mi.us. Any citizen requesting accommodation to attend this meeting may contact the library at least 24 hours prior to the meeting, using the above contact information.

Next Regular BADL Board Meeting: April 9, 2024, at 7:30 PM

**Belleville Area District Library
Meeting Minutes
February 13, 2024**

1. **Call to Order:** Chair Sharon Peters called the meeting to order at 7:36 pm.
2. **Roll Call:** The following board members were present: Joy Cichewicz, Alma Hughes-Grubbs, John Juriga, Sharon Peters, Linda Priest, and Tanya Stoudemire. Absent and excused: Dan Fleming. Also present: Library Director Mary Jo Suchy.
3. **Approve Agenda:**
Motion by Juriga, seconded by Priest, to approve the agenda as presented. The motion carried unanimously.
4. **Approve January 9, 2024, Regular Meeting Minutes:** Motion by Juriga, seconded by Stoudemire, to approve the January 9, 2024, minutes as corrected (Item 3 should be "Motion by Cichewicz"). The motion carried unanimously.
5. **Public Comments:** Dr. Maria Jackson-Smith was happy to see the WDIV drone footage of the library.
6. **Committee Reports**
 - A. **Building:** Juriga reported that WDIV had asked the city about putting a weather cam on the roof of city hall. Juriga would like the board to have Suchy research the possibility of having the weather cam at the library. A valve was replaced for the heater in the library's entryway that was leaking.
 - B. **Bylaws:** No report.
 - C. **Finance:** Stoudemire reported that the library's six-month budget to actual is under budget.
 - D. **Marketing:** Peters discussed having a joint event with the Friends of the Library, possibly in September.
 - E. **Personnel:** No report.
 - F. **Policy:** No report.
 - G. **Art:** Will have a policy change recommendation to the art committee policy.
7. **Approve Accounts Payable:** Motion by Cichewicz, seconded by Juriga, to approve the accounts payable as presented. The motion carried unanimously.
8. **Director's Report:** See attached.
9. **Trustee Comments:**

Juriga – Suggested that the library have a shred day once a month. (Cichewicz thought perhaps once per year).

Stoudemire – Hopes to be able to attend upcoming library programs.

Priest – Looking forward to working with the marketing committee and having a joint activity with the Friends.

Cichewicz – Thanked Tanya and Mary Jo for making the budget easy to understand. She enjoyed the article Mary Jo included in her board pack.

Hughes-Grubbs – Thanked Mary Jo and her staff for the excellent job putting programming together.

10. Chair Comments:

Peters – Hopes that the board can attend upcoming library programs. Noted that they have been enjoyable. Wished everyone a happy Mardi Gras and Valentine's Day and a meaningful Ash Wednesday to those who observe it.

11. Adjournment:

Motion by Juriga, seconded by Priest to adjourn. The meeting adjourned at 8:35 pm.

BADL Art Committee Members Policy

In support of the library's mission to Engage, Empower, and Enrich the community, the Belleville Area District Library Board of Trustees welcomes the exhibit of art at the library. Art adds meaning and uniqueness to the community and invigorates and enhances public spaces.

BADL ART COMMITTEE MEMBERS AND TERMS OF SERVICE:

The BADL Art Committee will assist the library in selecting, acquiring, and fundraising as it relates to art for the library.

The BADL Art Committee will be comprised of seven (7) voting members to include the following persons: The Director, two Belleville Area District Library [BADL] Board Trustees, one member of the BADL FRIENDS group, one member of the Belleville Area Council for the Arts [BACA], and two artists.

- ~~1. Voting members terms of service will be staggered on a 3-year rotating schedule; except for the Director who will always be a voting member of this committee.~~
2. The Director and Chair of the BADL Board of Trustees will select the artists and Trustees for the BADL Art Committee. BACA will select a representative from their membership. The FRIENDS of the BADL will select a representative from their membership.
3. The offices of Chair, Vice Chair, and Secretary of the BADL Art Committee will be determined by the voting members of the BADL Art Committee.

FUND RAISING BY THE BADL ART COMMITTEE:

1. All monetary donations earmarked for ART in/at the library will be submitted to the Director who will account for the monies as a line-item in the annual budget.
2. The Chair of the BADL Board of Trustees will be included as a member of any ad hoc committee that is formed for the express purpose of fundraising.

TYPES OF ART ACQUISITION:

1. Permanent Art Acquisitions: See separate policy.
2. Temporary Art exhibits: See separate policy.

Belleville Area District Library

Date: 02/23/2024

Time: 11:55 AM

Page: 1

Operating:

Check Date	Vendor Name	Check Description	Amount
02/06/2024	AMAZON CAPITAL SERVICES	Office/Program Supplies	172.59
02/06/2024	APPLIED INNOVATION	Printer/Copier Usage	672.47
02/06/2024	BELLEVILLE AREA INDEPENDENT	Advertising Feb 1, 2024	216.00
02/06/2024	BELLEVILLE CHAMBER OF COMMERCE	Silver Membership Dues	195.00
02/06/2024	DC LAWN & SNOW	Snow & Salt Service January	3,950.00
02/06/2024	DETROIT HISTORICAL SOCIETY	Library Program 2/27/2024	275.00
02/06/2024	FOSTER, SWIFT, COLLINS & SMITH	Legal Services	47.00
02/06/2024	JOHNSTON ENTERPRISES, LLC	Winter Newsletter	3,722.00
02/06/2024	METERNALLY, LLC	Library of Things	537.97
02/06/2024	NOVI PUBLIC LIBRARY	Lost Book	8.99
02/06/2024	UNIFIRST CORP	Maintenance/Mats	143.32
02/06/2024	WASTE MANAGEMENT OF MI, INC	Dumpster Service	446.53
02/20/2024	AMAZON CAPITAL SERVICES	Books & Office Supplies	504.30
02/20/2024	ARBOR INSPECTION SERVICES LLC	Annual Sprinkler Inspection	530.00
02/20/2024	BELLEVILLE AREA INDEPENDENT	Advertising 2/8/24	216.00
02/20/2024	BLUE CROSS BLUE SHIELD OF MICH	Dental	1,048.74
02/20/2024	CITY OF BELLEVILLE	Water & Sewer	76.36
02/20/2024	CLEAR RATE COMMUNICATIONS	Fax Service	297.27
02/20/2024	DEMCO	Office Supplies	372.87
02/20/2024	DTE ENERGY	Sumpster Branch	242.75
02/20/2024	FRIENDS OF THE BELLEVILLE AREA	January Payout	624.85
02/20/2024	GA BUSINESS PURCHASER LLC	Alarm Service Sumpster	52.05
02/20/2024	KENNETH COLEMAN	Library Program Feb. 22	150.00
02/20/2024	MICHIGAN LIBRARY ASSOCIATION	Membership	85.00
02/20/2024	ODP BUSINESS SOLUTIONS LLC	Bldg./Office Supplies	676.85
02/20/2024	SHARON DUCKWORTH, CPA	Accounting services- Feb	1,025.00
02/20/2024	TELSYSTEMS	Hardware, Service	1,240.00
02/20/2024	THE LIBRARY NETWORK	Bookbilling Jan 2024; Telephone	15,332.30
02/20/2024	UNIQUE MANAGEMENT SERVICES INC	January Placements	60.75
02/20/2024	AMAZON CAPITAL SERVICES	Books & Program Supplies	91.16
02/20/2024	ODP BUSINESS SOLUTIONS LLC	Bldg./Office Supplies	571.71
02/22/2024	MERMAID MOLLY ENTERTAINMENT LL	Library Program 6/18/24	100.00
02/22/2024	MOTLEY MISFITS LLC	Library Program July 20, 24	162.50
33		Checks Total:	33,847.33
33		Bank Total:	33,847.33
33		Grand Total:	33,847.33

DIRECTOR'S REPORT

March 2024

LIBRARY PROGRAMS

February: Adults: 15 Youth: 15

LIBRARY VISITS	2023/24	2022/23	% change
February	11,083	9,152	21.10%
Fiscal Year	89,663	78,996	13.50%

TOTAL CIRC	2023/24	2022/23	% change
February	19,684	20,047	-1.81%
Fiscal Year	169,640	166,199	2.07%

ADULT PROGRAMMING	2023/24	2022/23	% change
February	213	161	32.30%
Fiscal Year	1,025	967	6.00%

YOUTH/TEEN PROGRAMMING	2023/24	2022/23	% change
February	454	311	45.98%
Fiscal Year	3,382	2,650	27.62%

ALL AGES PROGRAMMING: February: 0 Fiscal Year: 450

REF. QUESTIONS	2023/24	2022/23	% change
February	1,732	1,485	16.63%
Fiscal Year	12,985	11,926	8.88%

INTERNET USE	2023/24	2022/23	% change
February	933	894	4.36%
Fiscal Year	7,915	7,474	5.90%

YOUTH/TEEN INTERNET	2023/24	2022/23	% change
February	282	204	38.24%
Fiscal Year	2,254	1,461	54.28%

BUILDING: During the last week of February, the electrician came out to replace the flagpole light, but was unable to remove the light casing. He plans to return with Dean Kokkales from ONeal Construction to complete the work.

PROGRAMMING: Our first Stuffie Sleepover was a big hit! Sixteen kids attended storytime and left their stuffed animals for overnight fun. Each stuffie went home with a photo collage of the fun they had. (See Teddy's example.)

The solar eclipse is coming up April 8. We have requested eclipse glasses, and are expecting 500. Staff are currently making plans on how to distribute them, with priority going first to Belleville area residents. We will announce the details on our website and social media, so keep your eyes peeled!

On April 1, we will be hosting photographer Jessi McKenna, who will share some of her eclipse photographs and well as important tips and safety information for amateur photographers hoping to get their own photos of the big event.

Our Seed Library will have its Grand Opening on April 20. Farmer and CSA owner Alex Ball will be giving a talk on local food and starting your own garden at 11 am. Our seed collection itself will be available for patrons at the end of the event. More information on the Seed Library will be posted leading up to the Grand Opening.

STAFF: Incoming staff: Library monitor Torrea Williams.

LIBRARY CALENDAR/EVENT SOFTWARE: We are in the final stages of choosing our library calendar and room booking software.

MICHIGAN

Michigan libraries lend more than books: Kayaks, canoes, tools, pans and a sewing machine

Policies vary from library to library on returns, holds and damaged goods.



Jennifer Dixon

Detroit Free Press

Published 6:13 a.m. ET Feb. 14, 2024 | Updated 8:08 a.m. ET Feb. 14, 2024

Libraries across Michigan are no longer just about books, magazines, movies and drag-queen story times.

Library patrons can check out kayaks and canoes from a library in the Upper Peninsula, or snowshoes from the Clinton-Macomb Public Library. Then there's the sewing machine at the Ferndale Area District Library, or board games and vinyl records at the Royal Oak Public Library.

Libraries call these their Libraries of Things, and their collections often include tools, seeds, musical instruments, board games, pots and pans, and kits for candle-making, jewelry-making, canning — even hunting down Bigfoot or ghosts. (Those last two kits are available from the Clinton-Macomb Public Library.)

"Your library card is the smartest card in your wallet," according to a brochure about the Novi Public Library.

The Novi library, on 10 Mile Road, does not have a library of things, but it does have a collection of magnifying equipment for checkout. Displayed near the large-print book collection, Novi offers hand-held magnifiers — helpful for reading prescriptions, lists of ingredients, thermostats and price tags, and stand magnifiers — for those with tremors or who aren't strong enough to hold a hand-held instrument for any length of time.

Many libraries also have "maker spaces" with three-dimensional printers, embroidery machines, laser cutters, and other equipment. They can convert family photos and slides into

a digital format, and in the case of the Baldwin Public Library, build a scale model of an ocean liner, embroider linens, or engrave wine glasses or a cheese board.

Maker spaces, art collections

Staff at the Idea Lab inside the Baldwin library in Birmingham were also able to use their 3D printer to build a piece of a kitchen stove that had broken off, saving the owner the cost of a new appliance, said associate director Jaclyn Miller.

Librarians say the expansion to Libraries of Things, maker spaces, and other amenities, such as Novi's Read-a-Latte Cafe (serves Starbucks) and its art collection, including 1,600 tiles that depict the story of the universe from the beginning, is all about staying relevant.

But there's another benefit: the planet. Why buy a cake pan that will be used just once, then tossed and destined for a landfill, when you can check one out from the library?

The collections also allow would-be musicians to try out a new instrument before investing in one, or do-it-yourselfers the tools needed for an odd job around the house. And the creative kits in Novi allow library patrons the chance to try a new hobby — calligraphy or macrame — while they are in the building.

One of the best deals may be the four kayaks and three canoes that can be checked out for a day or two from the DeTour Area Schools and Public Library. Summer visitors to the community on Lake Huron in the far eastern corner of the Upper Peninsula can get one of these watercraft with a seasonal library card that costs \$25 — and all but \$5 of that is refunded if everything is returned, said Lisa Waskin, district director for the Superior District Library, a network of eight libraries on the east side of the Upper Peninsula.

"More and more people are realizing how much a library card can really offer a user," said Jeff Milo, marketing coordinator for the Ferndale Area District Library.

The Royal Oak Public Library's board games, puzzles, vinyl records, and record players are especially popular, said director Sandy Irwin.

Patrons, she said, "love that crackling sound when you set the needle down on the record. From beginning to end, you're getting the whole experience when listening to vinyl."

Wi-Fi hotspots and giant TVs

At the Clinton-Macomb Public Library, the Library of Things collection is mostly displayed on the second floor of the main library, on Romeo Plank in Clinton Township. One of the most popular items is Wi-Fi hot spots that can be borrowed and used anywhere in the continental U.S., convenient for vacationing families. But the wait can be long. The library also offers a party kit with a projector and a giant flat-screen TV for a movie night in your backyard. Most items can be checked out for two weeks, and some can be reserved.

Policies on holds, checkout lengths, and damaged returns vary from library to library.

Beyond their libraries of things and maker spaces, public libraries offer programs in their communities, such as the Ferndale library's movie trivia night, a book club that meets in a local brewery, and a puzzle tournament at yet another brewery.

"No one needs a library card to attend one of our events," said Milo of the Ferndale Area District Library.

And don't forget about the librarians themselves — information specialists who can sort through confusing or contradictory information and "check out the facts," Milo said.

"We are here to help you get good, verified information," Irwin said. And it's all free — the fact-checking, the access to newspapers that charge to view stories, access to a computer itself, or just a place to sit and do a puzzle or read a magazine.

"There's no place else in society where you can do that."

She said Royal Oak allows homeless people to rest in the library.

Library innovations extend to the Braille and Talking Book Library, a nationwide network of libraries originally set up in 1931 for veterans who were blinded in World War I. One of the latest additions is a Braille e-reader. Available in Michigan since April 2023, the device allows users to read in Braille, as opposed to listening to an audiobook, and holds hundreds of Braille books, said Scott Norris, manager of the Braille and Talking Book Library in Lansing.

About the size of a thick paperback, the device is free to qualified Braille readers.

Norris said more than 300 of these readers have been distributed statewide. (For more information contact 800-992-9012 during regular business hours.)

Recipients of the reader must read Braille and be blind, visually impaired, physically disabled and unable to hold a book or manipulate the pages, or have a "print" disability such as dyslexia.

A place to learn something new

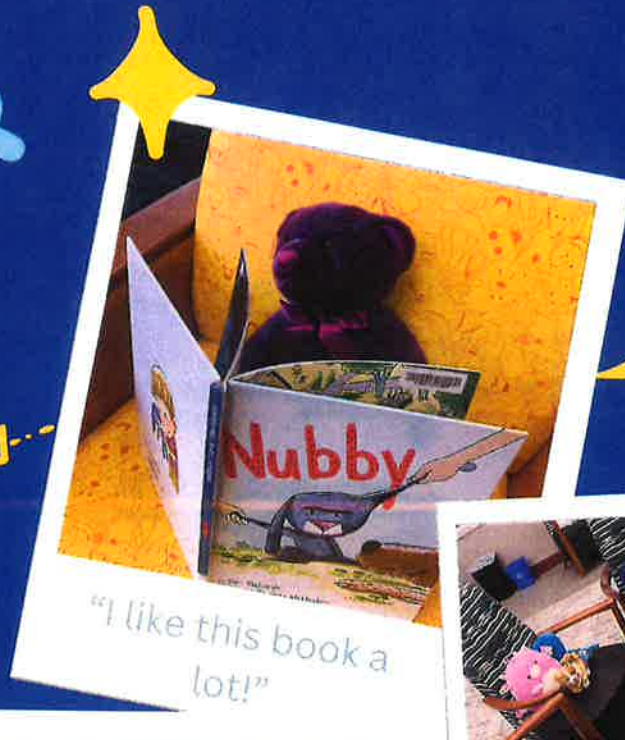
Debbie Mikula, executive director of the Michigan Library Association, said libraries began moving beyond lending books at least a decade ago, evolving along with the rest of the world. But they also remain "community spaces, places to study, read and learn something new."

"As the world turns, so do libraries," she said. She said libraries are one of the last public places where people can connect with others, alongside fireplaces and in lounge chairs, no longer just at desks or tables.

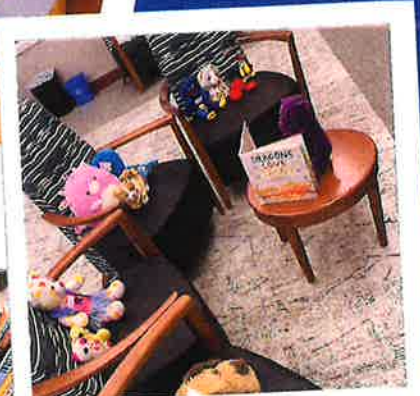
"We're not your Grandma's library anymore," Waskin said. "We're beyond books."

Contact Jennifer Dixon: jbdixon@freepress.com

STUFFY SLEEPOVER



"I like this book a lot!"



Teddy reading a bedtime story.



So much fun coloring with co-workers



Me and my Teddy

My sleepover at the library!



BELLEVILLE AREA DISTRICT LIBRARY

MEMORY CAFE



Connect with others,
remember times past,
enjoy some goodies,
and make a craft!

FRIDAY APRIL 26TH @ 11 AM

Belleville Area District Library
Cozzad Room A



Join us at this relaxed, informal, and free event for people with memory difficulties and their caregivers.

A diagnosis is not required to attend.

Registration appreciated, but NOT required

MAIN LIBRARY
167 4th St.
Belleville, MI 48101
(734) 699-3291



BELLEVILLE AREA
DISTRICT LIBRARY

www.belleville.lib.mi.us

SUMPTER MEDIA CENTER
23465 Sumpter Rd.
Belleville, MI 48101
(734) 699-3291