Belleville Area District Library Board
Regular Meeting Agenda
July 9, 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 June 11, 2024, Regular Meeting Minutes
5. Public Comments
6. Committee Reports
    A. Building-Cichewicz
    B. Bylaws-Juriga
    C. Finance-Stoudemire
    D. Marketing-Hughes-Grubbs
    E. Personnel-Priest
    F. Policy-Fleming
    G. Art
7. Approve Accounts Payable
8. Director's Report/Comments/Communications
9. Trustee Comments
10. Chair Comments
11. 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: August 13, 2024, at 7:30 PM

Belleville Area District Library
Meeting Minutes
June 11, 2024

1. **Call to Order:** Chair Sharon Peters called the meeting to order at 7:33 pm.

2. **Roll Call:** The following board members were present: Joy Cichewicz (7:47 pm), 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 May 14, 2024, Regular Meeting Minutes**: Motion by Stoudemire, seconded by Priest, to approve the May 14, 2024, minutes as presented. The motion carried unanimously.

5. **Public Comments:** Danielle Glover announced that she comes to the library everyday but hasn't been to a board meeting in a while. She is happy to be here. Rosemary Otzman noted that Danielle was the first person to go into the library on the first day that it began Sunday hours.

6. **Public Hearing 2024-25 Budget:** The public hearing opened at 7:38 pm. There were no comments. The public hearing closed at 7:39 pm.

7. **Committee Reports**
   A. **Finance:** Stoudemire reviewed the proposed 2024-25 budget and the proposed amended 2023-24 budget. The 2024-25 budget reflects increases to revenue and increases to the staff, contracted services, and building maintenance line items. $2 million in fund balance has been assigned for future capital improvements.
      a. Motion by Stoudemire, seconded by Juriga, to approve the 2024-25 Budget as presented. The motion carried unanimously.
      b. Motion by Cichewicz, seconded by Priest, to approve the 2023-24 Amended Budget as presented.
      c. Motion by Stoudemire, seconded by Juriga, to commit $1,230,000 of the 2023 collected library millage that is in fund balance for use in the 2024-25 fiscal year's general operations (per GASB #54, Fund Balance Reporting and Government Fund Type Definitions). The motion carried unanimously.
   B. **Art:** Michele Montour reported that the student art is down and that she will notify the next artists that they can begin their installations earlier. Montour passed around samples of the works from the artists who are scheduled in 2025.
   C. **Building:** The flag pole light was repaired.
   D. **Bylaws:** No report.
   E. **Marketing:** The Friends are looking into having the Friends of Michigan Libraries have one of their annual meetings at the library.

F. **Personnel:** The committee will meet before the next board meeting to review proposed personnel policy changes.
G. **Policy**: No report.

8. **Approve Accounts Payable:** Motion by Priest, seconded by Stoudemire, to approve the accounts payable as presented. The motion carried unanimously.

9. **Director's Report:** See attached.

10. **Trustee Comments**:
Priest – Is in a Zoom book group in Canton where one woman was in assisted living and had trouble getting the book that they were reading. She saw the value of library outreach services and volunteered to help with our library's outreach services to seniors.
Stoudemire – Thanked Joy and Mary Jo for helping with the budget. Announced that she might miss the August meeting.
Cichewicz – Is grateful to Michele for organizing all of the library's art displays. Shared that her grandchildren enjoy listening to the library's Playaways.
Hughes-Grubbs – Thanked everyone who put the budget together. Recognized the Belleville Rotary Club for giving out high school scholarships.

11. **Chair Comments:**
Peters – Really appreciates Michele and the library's art displays. She likes the idea of having artist receptions at the library. Announced that Belleville Goat Day is Saturday.

12. **Adjournment:**
Motion by Juriga, seconded by Priest, to adjourn. The meeting adjourned at 8:30 pm.

Belleville Area District Library

Date: 07/01/2024
Time: 5:18 PM
Page: 1

Operating:

Check Date	Vendor Namne	Check Description	Amount
06/11/2024	A PRODUCTION BUILDING SOLUTION	Monthly Cleaning May	3,565.00
06/11/2024	AMAZON CAPITAL SERVICES	Supplies, Books, Lib. of Things	1,119.05
06/11/2024	APPLIED INNOVATION	Printer/Copier Usage	1,431.10
06/11/2024	BELLEVILLE AREA INDEPENDENT	Advertising 6/6/24	98.00
06/11/2024	CROCHET WORLD	2 Year Renewal	35.00
06/11/2024	DC LAWN & SNOW	Lawn Service May	280.00
06/11/2024	DTE ENERGY	Gas/Electric Sumpter	183.05
06/11/2024	FRIENDS OF THE BELLEVILLE AREA	May Payout	2,188.05
06/11/2024	LIBERTY MUTUAL	Workers Comp Insurance	1,175.00
06/11/2024	MI MUNICIPAL RISK MGT AUTH	Liability Insurance	11,416.50
06/11/2024	ODP BUSINESS SOLULTIONS LLC	Office & Bldg. Supplies	782.09
06/11/2024	PIONEER LANDSCAPING AND LAWN	Spring Cleanup	1,900.00
06/11/2024	PRINTING SYSTEMS, INC	Laser Checks	119.92
06/11/2024	THE LIBRARY NETWORK	Telephone Service	514.20
06/11/2024	UNIQUE MANAGEMENT SERVICES INC	May Placements	48.60
06/11/2024	WASTE MANAGEMENT OF MI, INC	Dumpster Service	443.73
06/11/2024	AMAZON CAPITAL SERVICES	Supplies & Books	882.18
06/25/2024	ABOS	Registration ABOS Conf.	450.00
06/25/2024	AMAZON CAPITAL SERVICES	Books; Lib. of Things	619.02
06/25/2024	BLUE CROSS BLUE SHIELD OF MICH	Dental	1,013.20
06/25/2024	BRODART CO.	Library Supplies	333.98
06/25/2024	CIRQUE AMONGUS	Library Program	400.00
06/25/2024	CITY OF BELLEVILLE	Water & Sewage	82.17
06/25/2024	CLEAR RATE COMMUNICATIONS	Fax Services	296.24
06/25/2024	DEMCO	Library Supplies	176.49
06/25/2024	DRUMMINITY	Library Program	350.00
06/25/2024	DTE ENERGY	Gas/Sumpter Branch	527.02
06/25/2024	FOSTER, SWIFT, COLLINS & SMITH	Legal Services	980.00
06/25/2024	GA BUSINESS PURCHASER LLC	Sumpter Alarm Service	56.96
06/25/2024	ODP BUSINESS SOLULTIONS LLC	Office & Bldg. Supplies	235.88
06/25/2024	SHARON DUCKWORTH, CPA	Accounting Services June	1,025.00
06/25/2024	STANDARD INSURANCE COMPANY	Long/Short Term Disability Plan	698.87
06/25/2024	UNIFIRST CORP	Maintenance/Mats	143.32
06/25/2024	UNITED HEALTHCARE	Health Insurance	16,580.35
06/25/2024	AMAZON CAPITAL SERVICES	Books & Program Supplies	424.13
06/25/2024	FBH ARCHITECTURAL SECURITY, IN	Door lock keycard hardware	2,771.00

36	**Checks Total:**	**53,345.10**
36	**Bank Total:**	**53,345.10**
36	**Grand Total:**	**53,345.10**

DIRECTOR'S REPORT

July 2024

LIBRARY PROGRAMS **June: Adults: 11 Youth: 8**

LIBRARY VISITS	2023/24	2022/23	% change
June	11,330	11,055	2.49%
Fiscal Year	134,054	120,133	11.59%

TOTAL CIRC	2023/24	2022/23	% change
June	21,016	21,525	-2.36%
Fiscal Year	251,238	251,539	-0.12%

ADULT PROGRAMMING	2023/24	2022/23	% change
June	92	114	-19.30%
Fiscal Year	1,817	1,581	14.93%

YOUTH/TEEN PROGRAMMING	2023/24	2022/23	% change
June	654	1,696	-61.44%
Fiscal Year	7,223	6,463	11.76%

ALL AGES PROGRAMMING: June: 96 Fiscal Year: 546

REF. QUESTIONS	2023/24	2022/23	% change
June	1,773	1,696	4.54%
Fiscal Year	20,074	18,431	8.91%

INTERNET USE	2023/24	2022/23	% change
June	969	1,040	-6.83%
Fiscal Year	12,020	11,526	4.29%

YOUTH/TEEN INTERNET	2023/24	2022/23	% change
June	278	317	-12.30%
Fiscal Year	3,357	2,521	33.16%

BUILDING: Most of the library's carpet was cleaned…their machine broke, so the company will complete the rest when they come to clean the library's tile floors. Now the other flagpole light is out of order, and the electrician has been contacted.

PROGRAMMING: Our summer reading programs have been very popular and the children's room is bustling most days! Signup for SRP is about 20 percent higher than last year's registrations.

STAFF: I will meet this summer with our staff members who interact with our teens in order to do some planning for fall. We will discuss programming as well as best practices for dealing with any behavior issues that might arise.

COLLECTION: New to our Library of Things are storytime kits that families can check out. Each kit contains books and educational activities based on a specific theme such as Dino Storytime, Farm Storytime, Explore Nature, etc. Many of the kits were checked out within the first day after they were put on display.

Effect of the State Aid to Public Libraries Act

Michigan libraries need increased and secured funding to provide the innovative and indispensable services Michigan communities both need and demand

In 1977, the State Aid to Public Libraries Act (Act 89 of 1977) was enacted "to provide for the establishment of cooperative libraries, to prescribe the powers and duties of the department of history, arts, and libraries; to provide state aid for public libraries participating in cooperative libraries; to prescribe the powers and duties of cooperative library boards; to provide an appropriation; and to repeal acts and parts of acts," and funding for public libraries and cooperatives was set at $0.50 per capita.

One third of the State Aid allocation goes directly to public libraries for any library expenditure, including library salaries and operations. The second third goes to the state's 11 library cooperatives to fund their operations. The final third is allotted to the cooperatives to cover the costs of collaborative projects, programs and services for their regional members. Based on the rate of inflation, $0.50 per capita in 1977 should be equivalent to approximately $2.50 per capita in 2024 of funding to go directly to our public libraries. Yet, it took 46 years (1977-2023) to reach $0.50/capita.

State Aid helps our library systems continue their mission to provide education, training and resources to Michigan residents. Every Michigander needs convenient and timely access to the world of information – print, digital and electronic. We must continue to advocate for the resources that make our libraries innovative and essential in today's world. We must continue to investment in our libraries to keep them viable and strong in each of our Michigan communities.

MLA

MICHIGAN LIBRARY ASSOCIATION

www.huffpost.com /entry/should-i-feel-guilty-for-checking-out-a-book-instead-of-buying-it_l_665614a2e4b052122749de1a

Should I Feel Guilty For Checking Out A Book Instead Of Buying It?

Brittany Wong : : 5/30/2024

Maskot via Getty Images

Most authors — lifelong users of libraries themselves, in many cases — welcome library checkouts of their books.

If you check out a book from the library, are you hurting an author's bottom line? Should you feel guilty if you're a dedicated library-goer rather than a book purchaser?

Margery Bayne, a self-published author and librarian in Baltimore, has heard questions like these quite a few times through the years and thinks the answer is largely "no."

"Sure, if you love a book you borrowed from the library and think you're one day going to read it again, buy a copy!" she said. "But if you are low on funds, there are other ways to support an author besides purchasing the book."

If you are a reader questioning the ethics of your personal checkout practices, it may help to know a little bit about how libraries work, she added.

Libraries keep track of how many times a book is checked out, Bayne told HuffPost: If a book is checked out a lot, it leads to more sales because the library considers those stats (a) when determining whether to buy replacement copies of a title when its copies get worn out or damaged, (b) if they need to buy more copies to fill community interest and demand, and (c) how many copies of the author's next book they will buy, she explained.

Jane Friedman, a publishing industry reporter and author of "Publishing 101: A First-Time Author's Guide,"

agrees with Bayne: Your library checkout guilt is probably unwarranted.

"Libraries pay publishers for books, and publishers pay authors royalties on library sales just like bookstore sales," she told HuffPost.

For book publishers and authors, library sales are simply another distribution channel, just like Amazon, your local bookstore or schools.

"Moreover, for digital books (e-books and audiobooks), libraries pay higher pricing than consumers and publishers put considerable restrictions on how libraries can lend that book," Friedman said.

For most new releases, libraries can only lend an e-book 26 or 52 times before they have to purchase another license, often at a high cost — $60-$80 is not uncommon, according to Friedman.

FG Trade via Getty Images

Unfortunately, very little research has been done on the effect of library lending on book sales, Friedman said. What research has been done shows that libraries are one of the best unofficial marketing and promotion arms of book publishers.

The one thing you *should* feel guilty for, Bayne said: pirating a book online.

"There is a big difference between one pirated copy online that is shared with potentially hundreds or thousands of people, versus the 9,000 library systems in the U.S. buying multiple copies of a book for a localized community to share," she said.

Many authors — lifelong users of libraries themselves, in many cases — welcome library checkouts of their books.

"From the self-published author and indie publisher side of things, there is all sorts of advice and strategies out there about how to get your self-published books into libraries, because it is such a great marketing tool, and because they are such a big buyer of books," Bayne said.

Of course, there are some authors who think libraries are part of the reason so many bookshops are closing

down or that writers' incomes take a hit because people are checking out rather than purchasing.

And publishing houses, who have much to gain from individual purchases, are considerably more conflicted about libraries, especially when it comes to e-books.

In 2019, Macmillan was drawn into a dispute with libraries nationwide over its decision to delay the release of new e-books for library lending in order to encourage sales within the first three months of a book's release.

"We believe the very rapid increase in the reading of borrowed e-books decreases the perceived economic value of a book," John Sargent, Macmillan's then-chief executive, told librarians in a letter about the embargo. "I know that you pay us for these e-books, but to the reader, they are free."

"Your patrons would be happy if they could get any book they wanted instantly and seamlessly, but that would be severely debilitating for authors, publishers, and retailers," he said. "We are trying to find a middle ground."

In response to backlash from libraries and readers, Macmillan ended up abandoning the embargo.

> "What research has been done shows that libraries are one of the best unofficial marketing and promotion arms of book publishers."
>
> - Jane Friedman, a publishing industry reporter

Unfortunately, very little research has been done on the effect of library lending on book sales.

"What research has been done shows that libraries are one of the best unofficial marketing and promotion arms of book publishers," Friedman said. "There are more public libraries in the U.S. than McDonald's locations."

Danielle Bayard Jackson, a friendship coach and podcast host, just released her first book, "Fighting for our Friendships: The Science and Art of Conflict and Connection in Women's Relationships" earlier this month. As a new author, she gets where writers pining for individual purchases are coming from; after all, you won't nab a spot on the New York Times bestseller list if few people are buying your book.

But pound for pound, Jackson said, she'd prefer a library reader who will spend time with her book and then actively promote it to their friend circle over one who'll purchase the book but stay quiet about that purchase.

For the first-time author, word-of-mouth marketing is just as meaningful as being on any bestseller list, especially in the long run.

"I'm looking for the type of reader who will go and have conversations about it, recommend it to friends, post about it and recommend it to their book club," she told HuffPost. "If your best friend says, 'Yeah, I read that book last week, it was *so* good,' I don't care if she got it from the library or if she bought it from Target."

As a firm believer, Jackson recently called libraries around the country to make sure they had a copy of her book in stock.

Requesting a book at your library if it's not in their system is actually a great way to support new authors if you're not purchasing, according to Katherine D. Morgan, the owner of Grand Gesture Books, a romance bookstore located in Portland, Oregon.

"Libraries do have to buy those books, they're not just getting those books for free," she said.

As a bookseller, Morgan knows how expensive books are (a new hardback can set you back $30) and considers books a luxury. Given how cost-prohibitive collecting books can be, she's thankful libraries exist.

Plus, she said, given how long the wait lists can be for both digital and hard copies of books, even dedicated library readers buy books every so often rather than wait 10 weeks for a popular book.

"As a bookstore owner, obviously, I'd love for someone to buy books," she said. "But as long as you're sharing about the book and someone else sees the book, and they're like, 'OK, I want to buy that book now,' then that's good enough for me."

Ann H. Gabhart, the author of "The Song of Sourwood Mountain," doesn't believe libraries have harmed her sales. If anything, she said, they may have boosted her numbers by introducing her work to readers who might not have picked up one of my books otherwise.

"I want every library to have my books on their shelves," she said. "I think my publishers would like that, too."

kali9 via Getty Images

"I want every library to have my books on their shelves. I think my publishers would like that, too," said Ann H. Gabhart, the author of "The Song of Sourwood Mountain."

Gabhart recommends posting reviews on sites like Goodreads, BookBub or sites like Amazon.

"Reviews help new and up-and-coming writers get noticed, but also help a book by established authors get some necessary buzz," she said.

Dee Garretson is an author of children's and young adult fiction. As a lifelong library user, the most exciting

part of having her first book published was the glee she felt seeing it in a library.

"I'm *still* excited when a friend sends me a picture of my book on a library shelf," said the author, who also penned a number of the popular "Boxcar Children" chapter books.

Through the years, Garretson said she's been lucky enough to benefit from libraries recommending her books to readers. Twice, she was selected by the Junior Library Guild, a collection development and book review service that thousands of schools and public libraries rely on to make purchases.

"That was a major boost to sales, because many libraries choose those selections to then purchase," said Garretson.

Librarians, both public and school, have been her biggest supporters over the years: "They've posted online about my books, reviewed them, used them in displays, book-talked them, and encouraged readers to check them out," she said.

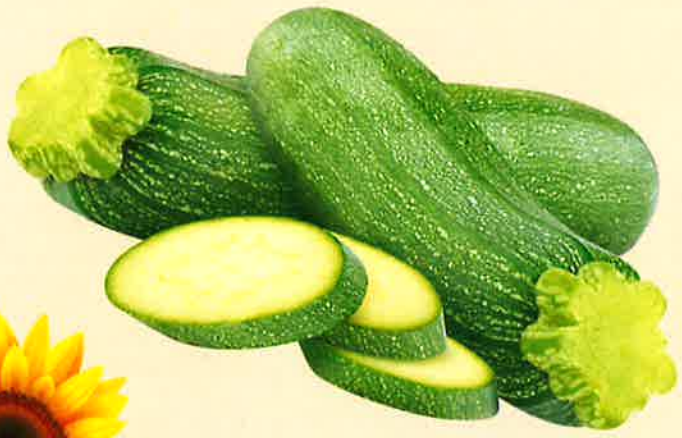
"So my feeling is, if a reader likes one of my books, I hope they search out more, either to check out or to buy, but I *never* want my readers to feel guilty about library book reading," Garretson said.

BELLEVILLE AREA DISTRICT LIBARY
PRESENTS

SEED SAVING PRESENTATION

WITH MAGDA NAWROCKA-WEEKS

FROM THE SLOW FARM
CSA, ANN ARBOR



SATURDAY

JULY 6TH FROM 3 -4 PM
IN THE COZZAD ROOM

LEARN TO

SAVE SEEDS:

- FOR YOUR OWN GARDEN NEXT YEAR
- TO GIVE AWAY TO FRIENDS AND NEIGHBORS
- TO DONATE BACK TO THE BADL SEED LIBRARY

Cool Cars:

Unique Automobiles of the Detroit Historical Society Collection

Presented by **Jeremy Dimmick,** Manager of Collections
Detroit Historical Society

This presentation takes a tour of a unique collection that includes these rare and one-of-a-kind vehicles:

- the first closed salon Cadillac
- the Scripps-Booth Bi-AutoGo
- a pre-production Mustang
- personal cars of the Auto Barons.

Come learn about this fascinating collection of more than 60 automobiles, and be inspired to visit the Detroit Historical Museum Automotive Showplace.

Wednesday, July 10th @ 6:30 PM

BELLEVILLE AREA DISTRICT LIBRARY

NEW KIDS KITS!

Most kits come with a fiction and non-fiction book, and an activity or two to make learning fun!

Check out a Kid's Kit for 2 Weeks; no renewals. Return to Circulation Desk.

Can't make it to storytime? Borrow one of the **Storytime Kits**! They explore themes like the farm, things that go, dinosaurs, and more.
Want to explore nature? **Take A Hike**, or **Explore Nature** has resources to help.
Have a young one learning to talk? The **First Words** kit would be a perfect choice to check out!
Does your kid always want to help in the kitchen? Check out **Let's Bake Cupcake**.
Going on a long car ride soon? **Road Trip** is a must borrow!

NOT SURE WHAT TO READ NEXT?

SCAN ME

Use these Digital Resources available from the Belleville Area District Library to help you decide!

NoveList Plus

Contains information on over 260,000 fiction and readable nonfiction titles. Features lists of award-winning books, book discussion guides, Read-a-Like recommendations, and complete series information. Also includes reader ratings and reviews. Create your own reading wish list.

NoveList K-8 Plus

Find just the right book by subject, age, awards won, books made into movies, and much more. Read reviews and learn about the author. Create your own reading wish list. Includes tools for teachers such as Lexile levels and Common Core standards.

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

AVOID THIS!!!!

Use the Digital DIY Resources available from the Belleville Area District Library

SCAN ME

Auto Repair Source

Repair information and schedules, diagrams, parts and labor estimates, service alerts, and recalls. Covers thousands of domestic and imported vehicles.

Hobbies & Crafts Source

Subject areas include arts & crafts; games & electronics; models; needlework; outdoors & nature; and scrapbooking & paper craft.

Home Improvement Source

Includes maintenance, remodeling, electrical work, plumbing, wood projects, outdoor improvements, decorating, home & garden, etc. Includes more than 130 reference books.

Small Engine Repair Source

Repair guides for small engines and routine maintenance (tune-ups, brake service, etc.). Also includes guides on extensive repairs such as engine and transmission disassembly. Coverage includes lawn mowers, motorcycles, tractors, and snowmobiles. More than 450 full text reference books with photos and illustrations, information on more than 25 years of engine models, and coverage of more than 90,000 repairs.

MAIN LIBRARY
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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

GET READY!!!!

SCAN ME

Use the Digital TEST PREP resources for Career, College, Job and Military tests available from MeL (Michigan Electronic Library) through the Belleville Area District Library

Career and Job Preparation

- Adult Core Skills
- AtoZdatabases
- Career Exploration
- Career Preparation
- Computer Skills Tutorial
- Job and Career Accelerator
- Vocational Studies Premier

Military Preparation

- Adult Core Skills
- Career Exploration
- Career Preparation
- Job and Career Accelerator

College Preparation Resources

- Associates Programs Source
- College Admissions Test Preparation
- College Students
- College Success Skills
- English Language Arts Skills
- High School Equivalency Center
- High School Success Skills
- Job and Career Accelerator
- Math and Science Skills
- Prepare for College
- School Center
- Social Studies Skills

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