

Kalamazoo Public Library
OFFICIAL MINUTES OF THE BOARD OF TRUSTEES
PUBLIC MEETING
Date: December 11, 2017
Time: 4:00 p.m.
Location: Board Room, Central Library

TRUSTEE ROLL CALL:

Present: Robert Brown, Lisa Godfrey, Kerria Randolph, Cheryl TenBrink, Jannie Williams, James E. VandwerRoest, and Valerie Wright

Absent: None

CALL TO ORDER:

President Godfrey called the meeting to order at 4:00 p.m.

AGENDA APPROVAL:

The agenda was approved.

I. RECOGNITIONS, RESOLUTIONS, COMMUNICATIONS

A. Net Neutrality Resolution

Recommendation: Director Wieber recommended the Board adopt the attached resolution regarding the preservation of Net Neutrality Title II classification by the Federal Communications Commission.

MOTION: R. BROWN MOVED AND J. WILLIAMS SUPPORTED THE MOTION TO ADOPT THE ATTACHED RESOLUTION REGARDING THE PRESERVATION OF NET NEUTRALITY TITLE II CLASSIFICATION BY THE FEDERAL COMMUNICATIONS COMMISSION.

Roll Call Vote: V. Wright – yes; J. Williams – yes; C. TenBrink – yes; K. Randolph – yes; R. Brown – yes; L. Godfrey – yes.

MOTION CARRIED 6-0.

II. PERSONS REQUESTING TO ADDRESS THE BOARD

No one addressed the Board.

III. CONSENT CALENDAR

- A. Minutes of the Meeting of October 23, 2017*
- B. Personnel Items*

IV. FINANCIAL REPORTS

- A. Financial Reports for the Month Ending October 31, 2017*

Recommendation: Director Wieber recommended the Board accept the Financial Reports for the month ending October 31, 2017.

Discussion: Director Wieber stated the addition of Jochem Family Trust funds in the amount of \$86,000 is visible within the October financial statements. He indicated that Nnamdi Dike, Head of Finance & Budget would be giving a synopsis of recent proposed budget revisions later in the meeting.

MOTION: V. WRIGHT MOVED AND C. TENBRINK SUPPORTED THE MOTION TO ACCEPT THE FINANCIAL REPORTS FOR THE MONTH ENDING OCTOBER 31, 2017.

MOTION CARRIED 6-0.

V. REPORTS AND RECOMMENDATIONS

RECOMMENDATIONS:

A. *2016-2017 Audit*

Recommendation: I recommend board provisional acceptance of the Financial Statements and auditor opinion for the year ending June 30, 2017 from Rehmann Robson.

Executive Summary: Attached are the audited financial statements and report from Rehmann Robson for their financial statement audit for the year ended June 30, 2017. As stated in their report to the Board, the Library received a “clean” opinion for the presentation of the financial statements. The Auditors identified and proposed an adjustment to correct the beneficial interest asset in the special revenue fund to its proper value at year-end. The amount of the adjustment (approximately \$7,000) was quantitatively material to the related opinion unit, but was not significant or material to the Library’s financial statements as a whole.

The Finance and Budget committee reviewed the audit and the auditor’s opinion and recommends acceptance of the audit report and financial statements for fiscal year 2016-2017.

Report: Director Wieber introduced Kristin Hoogerwerf, representing the Rehmann Robson accounting firm. She stated she had acted as the Principal during the library’s 2016 – 2017 audit process. She then stated she had two individuals working with her to conduct the audit this year. She reminded trustees that the audit process primarily consists of a sample-based inquiry of library financial records.

James E. VanderRoest arrived at 4:10pm.

K. Hoogerwerf gave a brief overview of government-wide financial statements, which includes statement of long-term debt, assets, pension liabilities, and other current resources. She drew attention to a fairly significant increase in the general fund over the last fiscal year, which she attributed to a reimbursement of personal property tax revenues received from the State of Michigan. She then briefly explained the breakdown of types of general fund expenditures throughout the fiscal year, including salaries, benefits, and sums paid to shore up unfunded pension liabilities. Lastly, she explained similar graphical depictions of the status of the Special Revenue Fund balance and expenditures.

She then stated that KPL has received a clean audit for Fiscal Year 2016 – 2017. She identified one quantitatively material adjustment made to the library’s endowment fund during the audit.

She stated a plan has been developed in consultation with Director Wieber and N. Dike to avoid the need for a material adjustment next year.

MOTION: J. VANDERROEST MOVED AND V. WRIGHT SUPPORTED THE MOTION TO ACCEPT THE FINANCIAL STATEMENTS AND AUDITOR OPINION FOR THE YEAR ENDING JUNE 30, 2017 FROM REHMANN ROBSON.

Discussion: J. VanderRoest offered clarification regarding the quantitatively material adjustment of funds held by the Kalamazoo Community Foundation. He stated those funds are restricted for use by the Local History Room and were material since they amount to approximately \$100,000. He stated the percentage of those funds relative to the overall balance of the endowment fund was relatively insignificant.

He then suggested, in the future, should similar issues arise during the audit process, prompt notification of library management and trustees would be appreciated.

Director Wieber reiterated that he and N. Dike have identified appropriate control measures to avoid any surprises during next year's audit. Furthermore, he expressed his expectation that next year's completed audit would be brought to the Board of Trustees at the October meeting.

MOTION CARRIED 7-0.

B. Budget Revisions

Recommendation: Director Wieber recommended the board approve:

1. General Operating Fund Mid-Year Close Estimate Budget for FY 2017-2018
2. Capital Improvement Plan Close Estimate Budget for the three years ending June 30, 2020
3. Special Revenue Fund Close Estimate Budget for FY 2017-2018

Executive Summary: The General Operating Fund Mid-Year Close Estimate Budget for FY 2017-2018 updates our preliminary estimate budget to revise the Library's share of the personal property tax replacement revenue received from the Michigan Local Community Stabilization Authority ("LCSA"). The Library will receive \$787,855 of LCSA state aid revenue this fiscal year, representing 111% of the amount received for this revenue item last fiscal year. The other major revenue adjustment was a reduction of District Court Penal Fines to reflect the approximate receipts from Library's prior fiscal year.

General Operating Fund expenditures incorporate updated salaries and benefits as of the beginning of the fiscal year. Expenditure budgets rose to contribute an additional \$200,000 lump sum to the Municipal Employees Retirement System to reduce the unfunded liability of employee retirement benefits, provide for additional software and software licenses, boost security guard presence at Central Library and increase the budgeted transfer to the Capital Improvement Plan. These expenditure increases were offset by a net decrease in the other expenditures category due to a reduction in expected property tax chargebacks the Library is budgeted to incur during the fiscal year.

The Library's beginning General Fund balance for FY 2017-2018 was revised to include its final carryover balance from the prior fiscal year. The composition of General Fund balance contains a reduction in restricted ONEplace Grant funds by \$95,000 to account for the Gilmore Foundation Grant received last fiscal year to be expended during the current fiscal year. Ending General Fund balance after all revenue, expense and fund balance adjustments increase the preliminary budget estimate by \$637,836 for FY 2017-2018.

The Capital Improvement Plan shifts its three-year projection by one additional year to extend to June 30, 2020. The revised CIP budget for FY 2017-2018 incorporates increased reserves for Oshtemo utilities and the Central boiler while maintaining reserves for Technology and Building Repair at the level of last fiscal year. The CIP received additional financing this year from the Library's Endowment Fund and the Irving Schensul Memorial Fund. Changes for current year allocations include the replacement of lighting fixtures and remodel of the Teen Space at Central and new furniture at the Eastwood and Powell branches. Ending fund balance for Future Capital projects increased over the preliminary budget by \$368,983.

The Special Revenue Fund Mid-Year Close Estimate Budget for FY 2017-2018 incorporates carryover gift and grant balances from the prior fiscal year. Variances are due to the delay of expenditures anticipated from the prior fiscal year and the continuation of current programs. Revenue increases consist of gifts received from the Mesara Trust, Jochem Fund and Friends of KPL. Expense adjustments primarily reflect an initiative to spend a portion of the Mesara Trust on adaptive technologies for Library patrons.

These budgets have been reviewed by the Finance & Budget Committee and come to the full board with committee recommendation for approval.

Report: N. Dike gave a brief overview of the proposed Mid-Year Budget Revisions. He highlighted two adjustments to the General Fund revenues. The first being the funds stemming from the Personal Property Tax Replacement that K. Hoogerwerf had mentioned in her audit report. Director Wieber reminded Trustees that the total amount of funds promised by the State of Michigan for that line item is \$787,000. The second item N. Dike drew attention to concerned the decrease in penal fine revenue and a budget adjustment to bring expectations into line with the amount of funds being released to the library by the county from those sources.

Regarding expenditures, N. Dike identified a handful of revisions to salaries and benefits, stemming from the proposed creation of new positions and a lump sum payment of \$100,000 to MERS to shore up the library's unfunded pension liability.

He then explained some proposed revisions to the Capital Improvement Plan. This year, he stated, approximately \$200,000 less would be moved to the CIP compared to the two years previous, largely due to previous transfers already completed earlier this year, and required for projects undertaken in the first half of the fiscal year.

Director Wieber noted that the library's MERS pension balance is approximately 87% percent funded at present, which amounts to nearly \$1.5 million.

N. Dike then stated \$212,000 has been made available for the completion of the Teen programming space at Central Library. He indicated it is likely that final costs for that project will

come in significantly under budget. He stated any leftover funds would then be made available for the proposed remodeling of The Hub. He then explained an additional \$17,000 was made available to attend to the replacement of a number of lighting fixtures at Central Library. He then drew attention to approximately \$368,000 of unallocated funds within the Capital Improvement Plan.

Regarding the Special Revenue Fund, N. Dike stated the library received some additional gift revenue in the amount of \$293,000, the majority of which came from the Amy Mesara Trust, received in September. Approximately \$80,000 was received from the Jochem Trust, and an additional \$10,000 was given to the library from the Friends of KPL.

MOTION: R. BROWN MOVED AND K. RANDOLPH SUPPORTED THE MOTION TO APPROVE THE FOLLOWING BUDGETS:

1. GENERAL OPERATING FUND MID-YEAR CLOSE ESTIMATE BUDGET FOR FY 2017-2018
2. CAPITAL IMPROVEMENT PLAN CLOSE ESTIMATE BUDGET FOR THE THREE YEARS ENDING JUNE 30, 2020
3. SPECIAL REVENUE FUND CLOSE ESTIMATE BUDGET FOR FY 2017-2018

Discussion: President Godfrey asked how much under budget the Teen programming space project is expected to be upon completion. Susan Lindemann, Head of Facilities Management, stated that while it remains uncertain, it could be approximately \$100,000 under budget.

Director Wieber stated that while some of the additions to salaries concern a handful of positions that will be discussed later in the meeting, but there will also be some funds allocated to allow for increased security guard presence at Central Library.

J. VanderRoest stated there was nothing unusual about any of these budget revisions, as they are very typical of the sorts of adjustments made historically to close estimate budgets.

MOTION CARRIED 7-0.

C. Organization Chart Revision

Recommendation: Director Wieber recommended board approval of the attached revised organizational chart. The current chart is also attached for comparison.

Executive Summary: In anticipation of once again seeking a New Head of IT position, it is appropriate to reinstate the Organizational Chart as approved by the Board in December 2016, with one change. The IT Department Head will oversee the following agencies: IT Office, ILS, and Website, however, Cataloging and Materials Processing (CAMP) will remain under the Adult Services Department.

Kevin King will remain in charge of IT until the position is filled, at which point he will then oversee Branch & Circulation Services.

This recommendation has been discussed with both the Personnel Committee and Finance and Budget Committee and comes to the full board with the support of both committees.

MOTION: J. VANDERROEST MOVED AND V. WRIGHT SUPPORTED THE MOTION TO APPROVE THE ATTACHED REVISED ORGANIZATIONAL CHART.

Discussion: President Godfrey asked V. Wright to clarify that the Personnel Committee had taken a look at the proposed Organizational Chart at a recent meeting. V. Wright indicated that was the case.

MOTION CARRIED 7-0.

D. Position Reclassification

Recommendation: Director Wieber recommended the Branch Services Librarian I position at Oshtemo, be reclassified to Assistant Branch Manager Librarian II.

Executive Summary: This reclassification, in conjunction with adding a new Branch Youth Librarian I position, will ease the staffing burden experienced at the Oshtemo Branch due to an increasing growth in patron circulation and usage, and also help deliver better overall library services to Oshtemo patrons.

In addition to maintaining many of its current responsibilities, this reclassified position will also:

- Manage day-to-day operational schedules of the branch to include assessing staffing needs for public service desks and programming.
- Manage library subs to include hiring, training and evaluation.
- Manage and facilitate outreach efforts of the branch.

The cost in annual salary and benefits for this reclassification is \$3,064.

This reclassification has been presented and discussed at recent meetings of the Personnel Committee and the Finance & Budget Committee, and has the full support of both.

MOTION: J. VANDERROEST MOVED AND V. WRIGHT SUPPORTED THE MOTION TO RECLASSIFY THE BRANCH SERVICES LIBRARIAN I POSITION AT OSHTEMO TO ASSISTANT BRANCH MANAGER LIBRARIAN II.

Discussion: J. Williams asked whether three recent library aide separations from the Oshtemo location had anything to do with the reclassification effort. Director Wieber stated that the staffing of those recently vacated positions was unrelated to this position reclassification and would be addressed through the hiring of new library aides.

Kathryn Bergeron, Oshtemo Lead Librarian, stated that it is occasionally difficult to replace library aides at the Oshtemo location due to the open hours of the branch. Having more morning hours tends to make it difficult to hire and retain college and high school students, who often seek library aide positions.

V. Wright stated it is always good to see that growth in patron use of the library is resulting in the expansion of existing positions and the creation of additional positions. She recalled that during the recession, it was very difficult to make the case for the creation of new positions.

MOTION CARRIED 7-0.

E. Librarian I Position Addition

Recommendation: Director Wieber recommended board approval of the addition of a Branch Youth Librarian I to the Oshtemo Branch.

Executive Summary: The Oshtemo branch continues to experience significant growth in overall circulation, programming attendance and usage of library spaces and on-site resources. Kevin King and branch staff report ongoing patron requests for more program offerings at this location. The current staff assigned to this branch are working at capacity so a staffing addition is required in order to meet the growing needs at Oshtemo and to facilitate the library's goal of increased outreach in all areas of our district.

Essential duties of the Branch Youth Librarian I include:

- Work with Teen Services to develop, plan and facilitate programs for tweens and teens.
- Assist in maintaining tween and teen collections.
- Assist with facilitation of children and adult programming.
- Assist patrons at public service desks: helps locate materials; answers reference and readers' advisory questions; instructs patrons in use of all library resources.
- Provide youth programming support to other branches as needed

The cost in annual salary and fringe benefits for this position is \$73,700.

This new position has been presented and discussed at recent meetings of the Personnel Committee and the Finance & Budget Committee, and has the full support of both.

MOTION: J. VANDERROEST MOVED AND V. WRIGHT SUPPORTED THE MOTION TO APPROVE THE ADDITION OF A BRANCH YOUTH LIBRARIAN I TO THE OSHTEMO BRANCH.

Discussion: President Godfrey asked whether this librarian would be undertaking collection development elsewhere in the library district or solely at Oshtemo. Kevin King, Head of Branch and Circulation Services, stated that task would be specific to Oshtemo. Andrea Vernola, Lead Teen Librarian, stated it will be of great help to have someone at Oshtemo with insights into the reading preferences of teens at that location. K. King added that it is likely that this librarian will coordinate efforts with Branch Lead Librarians at other locations to assist in analyzing their teen collections and programming efforts.

J. Williams asked what the approximate division of duties between Oshtemo and the other branches for this librarian would be. Director Wieber stated the majority of the duties assigned this librarian would be based at Oshtemo.

A. Vernola stated this position is an excellent opportunity to ensure successful transition of young library patrons to active teen borrowers, with the goal of instilling in them the benefits of being life-long library users.

MOTION CARRIED 7-0.

F. 2018 Nonresident Fee

Recommendation: Director Wieber recommended the Board renew the non-resident fee for 2018 at \$190 per household and \$95 per student non-resident card.

Executive Summary: Kalamazoo Public Library’s non-resident fee is based upon the average tax on a residential parcel within the library district. It is an average calculated by dividing the average residential property tax revenue by the total reported residential parcels. The fee for 2018 calculates at \$191.72 per household. During 2017, the library has sold 30 non-resident cards consisting of 29 cards to households and one student non-resident card.

Total parcels in the library decreased by 94 households during the year to total 33,003 (during 2016 the number of households decreased by 453) while the taxable value of residential parcels rose by 2.8%. This resulted in a total increase in the district average residential property tax of \$1,444 per parcel. We recommend rounding the non-resident fee down to the nearest \$5 increment per past practice.

Calculations for 2018 are:

Unit	No. of Parcels	Residential Taxable Value	Avg. Taxable Value/Parcel	Library Tax \$ Per Parcel
Kalamazoo City	19,205	799,386,024	\$41,624	\$164.36
Kalamazoo Twsp	6,864	270,343,504	\$39,386	\$155.52
Oshtemo Twsp	6,368	478,504,240	\$75,142	\$296.71
Texas Twsp	566	54,160,929	\$95,691	\$377.85
Total Library	33,003	1,602,394,697	\$48,553	\$191.72

Calculations for 2017 are:

Unit	No. of Parcels	Residential Taxable Value	Avg. Taxable Value/Parcel	Library Tax \$ Per Parcel
Kalamazoo City	19,289	780,379,820	\$40,457	\$160.14
Kalamazoo Twsp	6,882	265,268,545	\$38,545	\$152.57
Oshtemo Twsp	6,358	461,643,161	\$72,608	\$287.41
Texas Twsp	568	51,880,574	\$91,339	\$361.55
Total Library	33,097	1,559,172,100	\$47,109	\$186.47

MOTION: J. VANDERROEST MOVED AND V. WRIGHT SUPPORTED THE MOTION TO RENEW THE NON-RESIDENT FEE FOR 2018 AT \$190 PER HOUSEHOLD AND \$95 PER STUDENT NON-RESIDENT CARD.

Discussion: No discussion.

MOTION CARRIED 7-0.

G. 2018 Board Meeting Calendar

Recommendation: Director Wieber recommended the Board adopt a calendar for meetings for the 2018 calendar year.

Executive Summary: A suggested calendar for Board meetings during the 2018 calendar year has been developed and is attached for Board consideration.

MOTION: V. WRIGHT MOVED AND C. TENBRINK SUPPORTED THE MOTION TO ADOPT A CALENDAR OF MEETINGS FOR THE 2018 CALENDAR YEAR.

Discussion: President Godfrey pointed out the June meeting is proposed to be held early on account of overlap with the American Library Association annual conference. She stated that is something that is occasionally done based on the number of library staff and trustees attending the conference.

J. VanderRoest asked whether the March meeting conflicted with attendance at the Public Library Association annual conference. Director Wieber stated the meeting is scheduled to take place the Monday immediately following the conference.

J. VanderRoest reminded trustees that any member of the Board who attends the conference this year will be expected to report on their experience.

MOTION CARRIED 7-0.

H. 2018 Powell Lease

Recommendation: Director Wieber recommended board approval of the attached two-year lease renewal with the Douglass Community Association for the Alma Powell Branch Library.

Executive Summary: The Kalamazoo Public Library has leased space from the Douglass Community Association for the operation of the Alma Powell Branch Library since the 1980s. The location of this branch on Paterson Street on the north side of Kalamazoo is a convenient and well-utilized resource for neighborhood residents. The Douglass Community Center is an active site for several organizations and activities that provide social services, and educational and recreational opportunities. In addition, Loaves and Fishes has recently opened a satellite location there for its food bank operations.

KPL currently has no short-term or long-term plans to alter its partnership with the Douglass Community Center, however I recommend a change to a two year lease in an effort to provide

more flexibility in the event that building conditions or unforeseen circumstances require a change in branch location.

The monthly lease amount for calendar year 2018 is \$2,506.62.

MOTION: J. VANDERROEST MOVED AND J. WILLIAMS SUPPORTED THE MOTION TO APPROVE THE ATTACHED TWO-YEAR LEASE RENEWAL WITH THE DOUGLASS COMMUNITY ASSOCIATION FOR THE ALMA POWELL BRANCH LIBRARY.

Discussion: Director Wieber stated while this is an item not typically brought to the Board for approval, this year it made sense to bring the Board along for the conversation. He stated that in recent Management Team discussions and in conversation with S. Lindemann regarding the condition of the building and matters we need to remain aware of, it made sense to deviate from the normal three year lease agreement and instead seek a lease with a term of two years. He stressed that this move in no way constituted a reversal in KPL's commitment to partnership with the Douglass Community Center. He stated that in recent discussions with the Director of the Douglass, there were no objections to this path forward voiced.

President Godfrey stated that since the renovations in the mid-to-late 1990s, there have been issues with the Community Center including the shared nature of HVAC systems, the barrel-vaulted window system, and a handful of other facilities matters. She stated that if the Douglass is unable to continue to maintain the aging structure to the satisfaction of library staff and patrons, which would certainly be understandable, there may come a time in which KPL would explore alternative accommodations for a Northside Neighborhood branch location.

S. Lindemann stated that while the lease states the Douglass will maintain the infrastructure within the leased space, Facilities Management staff have taken the initiative to solve lighting issues, including the transition to LED lights. She stated there have been concerns regarding basic custodial projects and oversight of shared space. She then reminded the Board that while parking lot lighting has been addressed, for a long time it was in such a state that KPL was concerned for the well-being of library staff departing the location at night. She also confirmed that both the HVAC and window issues alluded to by President Godfrey were also of concern. She also noted that recently there were persistent leaking issues in the roof that necessitated the removal of books from shelves for approximately a month.

Director Wieber then stated library administration and branch staff were exploring options that could lead to the Powell branch being open on Saturdays once again. This would require the cooperation of Douglass Center staff, who are on board with the plan. Ideally, he said, open hours on Saturday could begin as early as February. Kevin King, Head of Branch and Circulation Services stated that alterations to Eastwood/Powell staffing arrangements would be minimal and convenient options involving split shifts at both locations in a single day have been identified.

MOTION CARRIED 7-0.

VI. COMMITTEE REPORTS

- A. *Finance and Budget Committee* – Met to discuss the results of the audit and budget revisions. No further meetings planned at this point.
- B. *Personnel Committee* – Met to discuss the Oshtemo reclassification and Librarian addition recommendations. V. Wright stated it was a great meeting with a good, productive discussion.
- C. *Fund Development and Allocations Committee* – No meeting.
- D. *Director’s Building Advisory Committee* – No meeting.

VII. OTHER BUSINESS

A. *Board Officer Nomination Slate*

Report: President Godfrey stated the officer nomination slate was attached for informational purposes and would be acted upon at the top of the meeting in January.

B. *Director’s Report*

Report: Director Wieber began his report by stating the Teen Room remodeling project was progressing nicely. He asked S. Lindemann to elaborate. She stated the electrical work was being completed presently, and carpeting up to the new walls has been finished. It is beginning to look finalized. Within a week, the cabinetry would be installed. Several furniture items are on order and scheduled for delivery in January.

He continued his report stating that Steve Siebers and Amy Chase had just completed Family Place Library training in Long Island. This allows us to retain Family Place certification at the Oshtemo location and expand to Washington Square. Efforts to communicate the unique aspects of Family Place programming to library patrons are currently being explored.

The Kalamazoo Symphony Orchestra recently performed Musical Storybooks and undertook a new book entitled “Last Stop on Market Street” for their performance which constituted a departure from the usual string quartet format in favor of a full band including trumpet, drums, cello, and clarinet. He stated it was a wonderful performance and expressed his hopes that the authors of the storybooks could be made aware of the fun and unique presentation of their works.

He then stated that as a result of funds donated by the Amy Mesara Trust, Job Access with Speech (for the visually impaired) software has been installed on a handful of patron computers here at Central.

He continued by reminding the Board, in light of the recent national spotlight on sexual harassment, Kalamazoo Public Library does have a Harassment Policy in place. At the next staff meeting the policy will be addressed, and a new form is being made available on MyKPL which will allow staff members to safely and securely report any harassment experienced within the workplace.

Director Wieber then congratulated S. Lindemann on her acceptance of the position of Head of Facilities at Kalamazoo College. He stated it will be extremely difficult to replace her, given the extensive knowledge and skills she brought to KPL.

Discussion: V. Wright stated it was wonderful to hear that \$18,000 was raised during this year's Great Grownup Spelling Bee. She said she was excited to hear about the Teen Space project progress and was looking forward to seeing it. She then stated she had remained at Central Library with a handful of other trustees after the October Board meeting to view the remodeled bathrooms, but they were delayed in their efforts to meet S. Lindemann as planned.

She then stated it was great to hear about staff attendance at the YALSA Symposium and congratulated the spelling and cheer team from KPL for their performance at the Great Grownup Spelling Bee. Next she said she was encouraged to hear the retaining wall at Washington Square had been completed.

J. VanderRoest stated that a recent program at the Powell location honoring African Americans who fought on D-Day deserved to be mentioned. He reminded those in attendance that the D-Day operation took place during an era of segregation within the military. He said he was pleased that we were able to honor those veterans through KPL program offerings.

Director Wieber then looked to Janice Snell of the Friends of Kalamazoo Public Library and informed trustees that the Friends had recently committed an additional \$10,000 to their already considerable annual gift to the library. President Godfrey stated the ongoing generosity of the Friends continues to defy expectations and results in all manner of programs and opportunities for staff and patrons alike.

President Godfrey stated, as a member of the board of directors of Public Media Network, it was gratifying to see PMN take first place in spelling at this year's Great Grownup Spelling Bee. She informed trustees that one of PMN's spellers that evening was also a member of the board.

VIII. PERSONS REQUESTING TO ADDRESS THE BOARD

No one addressed the Board.

IX. COMMENTS BY TRUSTEES

- V. Wright thanked S. Lindemann for her years of service. She stated she knows from experience how much it takes to maintain a public building while ensuring it is comfortable and safe. She then stated the monthly Director's Reports are wonderful way to stay informed about the enormous number of activities taking place at KPL day after day.
- J. Williams thanked S. Lindemann for her service to the library. She stated she has personally enjoyed working with S. Lindemann and stated K. College is getting a fantastic Facilities Manager. She then stated that the Great Grownup Spelling Bee was more fun than she could have imagined. She congratulated Jill Lansky, this year's Spelling Bee coordinator, for a job well done.

- C. TenBrink said she wanted to reiterate what V. Wright and J. Williams had said regarding S. Lindemann and wished her luck.
- K. Randolph stated S. Lindemann has done an exceptional job and will be missed.
- R. Brown said he was pleased to hear about S. Lindemann's new opportunity.
- J. VanderRoest stated he worked his way through college as a custodian and has always been impressed with S. Lindemann's management of the FM department. He apologized for missing her for the new bathroom tour last month, and said he was very impressed. He also stated his full support for the Net Neutrality Resolution adopted at the top of the meeting. He stated that had he arrived in time to vote, he would have certainly voted in favor of the resolution.
- President Godfrey thanked S. Lindemann for her years of service at KPL and stated as a K. College employee for sixteen years, she certainly understands the allure of working for that organization. She stated she had watched the recording of S. Lindemann's interview for the position at K. College and knew immediately that she would be selected.

X. ADJOURNMENT

Hearing no objection, President Godfrey adjourned the meeting at 5:25 P.M.

X

Jannie Williams
Secretary