

Agenda

Tuesday, September 24, 2019, Mary Molden Karshner Youth Activity Room, 7:00 PM

The Royal Oak Public Library provides opportunities for all to learn, connect, create, and innovate.

- I. Call to Order/Roll Call
- II. Public Comment
- III. Swearing in of new trustee: Kathryn Ribant Payne
- IV. ROPL Staff Report
- V. Announcements/Communications
- VI. Approval of the Agenda
- VII. Acceptance of the Minutes
 - A. August 27, 2019
- VIII. Financial Reports
- IX. Library Director's Report
- X. Committee Business & Liaison Reports
 - A. Facilities: Update on Space Study
 - B. Fundraising: Call for additional members
 - C. Policy Review: October policies to review
 1. Revise Policy Review Calendar
 2. Registration (5.11): identification requirements, student library cards, teacher library cards, RO employee library card
 - D. Board Liaison for Friends: October 21
 - E. Board Liaison for City Commission with Emily:
 1. October 14th (Topic: QSAC)
 2. October 28th (Topic: TBD)
- XI. Action Items
 - A. Adopt New Policy: Code of Conduct (3.30)
 - B. Adopt New Policy: 2.11 Endowment and Planned Giving Policy
 - C. Amend Circulation Policy (5.101)
 1. Add Playaway Launchpads (3 weeks, non-renewable)
 2. DVD renewals amendment: All non-new DVDs can be renewed.
 3. DVD loan period amendment: All non-new DVDs 3 weeks
 4. JDVD: Are they classified as new?
 5. TV series loan period: shift to three weeks whether split apart or not
 6. Eliminate "New DVDs" and add "Express Watch" for DVDs/Blu-Ray as a category with a 1 week loan period.
 7. Amend Library Schedule of Fees (5.50)
 - a) DVD late fines amendment: Change to 25 cents/day (instead of \$1/day) to make it consistent with other collection materials.
 - b) Corresponding changes consistent with changes in the circulation policy
 - D. Budget Amendment: Create programming line item in budget and transfer \$8,000 from fund balance
 - E. Creation of new part-time position: Administrative assistant
 - F. Declare items surplus
- XII. Discussion Items

A. Space Study: Floor plan review & tour

XIII. Adjournment

Committee Assignments (bold denotes committee chair)

Fundraising	Plater
Budget/Finance	Goetz , Woodward, Walton, Kolo
Strategic Planning	Woodward , Plater, Kolo, Graham
Policy Review	Warheit , Walton, Macey
Facilities/Space Utilization	Walton , Macey, Goetz, Kolo
Millage Planning	Walton , Goetz
Director Goals and Evaluation	Warheit , Plater, Graham
Nominating	<i>(set up in September, reports in October, elections January)</i>

*Liaison Opportunities***Friends of the ROPL Meetings:** 3rd Monday (except July & Dec), 7-8:30, Friends auditorium**RO City Commission Meetings:** 2nd & 4th Mondays, 7:30, Room 315 of City Hall**Downtown Development Authority (DDA) Meetings:** 3rd Wednesday, 4 PM, City Commission chambers of city hall