

## **Royal Oak Public Library Board Meeting Minutes 5/24/22**

- I. Call to Order/Roll Call  
Called to order at 7:00 p.m.  
Trustees Ribant Payne, Carlson, Dyer, Jones, Macey, Stanton, and Library Director Irwin present.
- II. Announcements/communications  
New Youth Services Supervisor Leah Kenney introduced.
- III. Public Comment
- IV. Approval of the Agenda  
Ribant Payne moved, with amendment to add a discussion item of millage advertising above Action Items under New Business. Dyer seconded. Passed unanimously.
- V. Approval of the Minutes
  - A. April 26, 2022 Dyer moved, Jones seconded. Passed unanimously.
- VI. Financial Reports
- VII. Library Director's Report
  - A. Not in report" MiLibraryIsNOW.com fund: ROPL received virtual programming kit, outdoor parking kit coming, also received e-books on health and wellbeing.
  - B. Ribant Payne asked about circulation statistics for April. They are unusually low. Director Irwin will check to see if it's an error.
- VIII. Committee and Liaison Reports
  - A. Policy Review
  - B. Millage Planning
  - C. Friends of the Library  
Ribant Payne will reach out to the Facebook administrator's family about adding an additional administrator to the page so Friends can have access to the page once again. (Previous administrator passed away.)
- IX. New Business
  - A. Millage advertising  
Board approved Irwin moving forward with advertising with Royal Oak

Today direct mail (postcard, full-page ad in Royal Oak Today, ability to write article for magazine)

B. Action Items

- i. Vote to approve millage informational brochure  
Revisions discussed. Irwin will make updates and send to Stanton for review. Macey moved to approve with updates. Dyer seconded. Passed unanimously.
- ii. Revised policies
  - a) 3.10 Auditorium and Meeting/Study Room Policy  
Macey moved to approve updates. Jones seconded.  
Passed unanimously.
  - b) 3.20 Free Literature and Bulletin Board Postings  
Macey moved to approve reaffirmation. Dyer seconded.  
Passed unanimously.
  - c) 5.50 Library Schedule of Fees  
Remove color photocopies as an option. Macey moved to approve with edit, Dyer seconded.
- iii. Declare items surplus.  
Macey moved. Dyer seconded. Passed unanimously.
- iv. Adjournment  
Macey moved to adjourn, Jones seconded.

Meeting adjourned at 7:51 p.m.

Respectfully submitted,

Sharon Stanton  
Secretary