**EXECUTIVE COMMITTEE MEETING**

MINUTES

April 25, 2023

Meeting took place in Program Room B of the Loutit District Library.

Present: Mary Jane Belter, Burton Brooks, Caryn Lannon, Cathy Rusco

Staff: Ellen Peters, Eliza Smyka, Anne Harrison

Brooks called the meeting to order at 5:00 p.m.

**APPROVAL OF AGENDA –** Motion to approve the agenda – Motion by Belter, second by Lannon; Passed 4-0

**PUBLIC COMMENT** **–** None

**TRUSTEE COMMENT** **–**  None

**APPROVE MINUTES FROM THE MARCH 28, 2023, EXEC COMMITTEE MEETING.**

**Motion to approve the minutes of the MAR 28, 2023, Exec Committee meeting.**

**Motion by Belter, second by Lannon. Vote: 4-0**

Discussion:

Brooks requested we edit New Business Item A to spell out the number “four” instead of “4.”

**REVIEW AGENDA FOR THE MAY 9, 2023, REGULAR BOARD MEETING**

**New Business Item:**

1. **Consideration of recommendations put forward by Personnel Committee**

* Change wording to read “discussion of recommendations put forth by the Personnel Committee for future reference.”

**DISCUSSION ITEMS RELATED TO MAY BOARD MEETING:**

1. **Kerry Fitzgerald**

* There was discussion about position restructuring option: moving Kerry to full time cataloging

1. **Technology work redistribution relative to the Fitzgerald restructuring**

* Emerging technologies librarian: Internal restructuring to cover these positions based on the budget and projected costs.

1. **Cataloging/materials processing needs**

* We will be adding more hours into circulation to help cover the increase in cataloging duties.

1. **Supervisory union members:**
2. **Manhattan Film Festival at Central Park Place – liquor served?**

* This will be in partnership with the Central Park Place. Date: either Sept or Oct 2023. Peters said there will be no charge. Staff at Central Park Place will have the Kenzie’s B coffee cart and they are also licensed to service alcohol. Peters was asked to review this with our insurance agent for any liability concerns since the LDL will be listed as a co-sponsor.

1. **Pride Flags**

* The Chamber sent out a link to order pride flags; Ellen’s concern if we are a public entity we could get complaints. Ellen and staff suggested that we display a pride flag as part of the materials display within the library.

1. **Comcast Project**

* Comcast isproposing to run a line along our sidewalk where we have buried utilities. The City approved as they have the right away. Ellen sent an email to the city manager, regarding the issues this poses. Exec committee members asked Peters to contact the GH City manager Wednesday morning to have the project stopped until all concerns are addressed. Brooks will contact Mike Fritz, city councilman.

**REVIEW MONTHLY PLANNER –** Not done.

**PUBLIC COMMENT –** None

**TRUSTEE COMMENT –**  None

**ADJOURN**: 5:54 p.m.

**UPCOMING MEETING DATES**:

Board of Trustees – Tuesday, May 9 @ 5:30 p.m., LDL Program Room B

Executive Committee – Tuesday May 30 @ 5:00 p.m. LDL Program Room B

Respectfully submitted,

Ellen Peters

Executive Director