

**MEETING MINUTES**  
**Harrison Township Public Library - Board of Trustees**  
**Monday, August 17, 2020 6:30 PM**  
**via Zoom Meeting**  
**Group**

1. **Meeting called to order** - by Dianne Marvaso at 6:32 pm.

2. **Trustees Present** - Dianne Marvaso, Linda Silvonen, Linda Pillow, Carole Wolf, John Da Via.

**Also in attendance** - Melissa Goins, Director, Tom Sycko manager of Zoom Meeting, Blake Hurley, Kayla Dimick.

3. **Public Comment**

A. None

4. **Approval of Minutes** - July 20 , 2020

A. Motion made by John Da Via to amend the typographical error of date of the August meeting from the 10th to the 17th in the minutes from July 20, 2020. Seconded by Linda Silvonen.

Roll Call Vote - John Da Via Yes; Linda Pillow Yes; Linda Silvonen Yes; Dianne Marvaso Yes. Motion carried.

5. **Approval of the Agenda**

A. Discussion held regarding addition of \* items for any items denoting public comment. This would include 4; 5, 6B, and Appointment of Interim Trustee to become Item #6 on the agenda. All subsequent agenda items will be moved down one numerically.

Public Comment: None

Motion made by John Da Via to approve the amended Agenda for the 8-17-2020 meeting. Seconded by Linda Pillow.

Roll Call Vote - John Da Via Yes; Linda Pillow Yes; Linda Silvonen Yes; Dianne Marvaso Yes. Motion carried.

6. **Appointment of Interim Trustee to fill vacant position from August 2020 to November 2020.** Blake Hurley has been presented as candidate. Mr. Hurley introduced himself and shared his history with libraries both as an employee and a patron, as well as his desire to make a contribution to the library and community.

Public Comment: None

Motion made by Linda Silvonen to approve the appointment of Blake Hurley as Interim Trustee to fill vacancy August 2020 to November 2020. Seconded by John Da Via.

Roll Call Vote - John Da Via Yes; Linda Pillow Yes; Linda Silvonen Yes; Dianne Marvaso Yes. Motion carried.

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**7. Treasurers Report**

A. Review of Revenue and Expenditure Report for period ending July 31, 2020. Expenses are consistent with expectations and time of year.

B. Review of Expense Report - Reviewed Expense Report for the July 2020/August 2020 interim, with expenditures totaling \$6,614.35.

Public Comment: None

Motion made by Linda Pillow to accept the Expense Report for the July 2020/August 2020 interim in the amount of \$6,614.35. Seconded by John Da Via.

Roll Call Vote - John Da Via Yes; Carole Wolf Yes; Linda Pillow Yes; Linda Silvonen Yes; Blake Hurley Yes; Dianne Marvaso Yes. Motion carried.

**8. Committee Reports**

A. Friends Group is inactive at this time.

B. Millage Committee - Millage failed. It passed in 3 precincts; precincts 1, 2, and 8 of a total of 10 precincts. What we learned from the millage:

1. The existing millage was an issue in two related ways:

a. Existing .5ml doesn't expire until 2023

b. We could not legally roll back the existing millage and had to instead roll it back with a board resolution, which created a "trust" factor that wasn't always well received.

c. We heard residents express that they were in favor of the library and not opposed to the millage but were opposed to how the millage was written.

2. Some existing township conditions created issues for a library support including flooding and roads in disrepair.

3. Other factors:

a. Common misconception that the internet can replace libraries and that everybody has access to the internet

b. Common misconception that libraries are just books, we don't need books anymore

c. Reluctance to grow our own library since residents can use the amenities at neighbor libraries; misconception since HT residents will not come first in the queue and not all amenities are available for use by non-residents of a community (study rooms, use of "things" collection)

d. Misinformation and social media: misinformation about the millage the salary and benefits of library employees, the existence of a county library; the library's hours of operation; the library during the pandemic; and more were posted on various social media platforms. Combating the misinformation with accurate information was a difficult task.

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**9. Directors Report**

A. Usage statistics look a lot like previous months. Elevated e-checkouts and elevated online program statistics, decreased foot traffic. We had more than 1,900 views of our Meet the Candidates 2020 videos on our website, on our YouTube, and through social media sharing.

We had 6,430 website visits in July (3,616 in July 2019) and 6,704 in June (4,005 in June 2019). While we normally have elevated website visits over the summer these top last years numbers by 77% in July and 67% in June. Likely the increase is due to election information on our website including the library millage and Meet the Candidates 2020 information.

B. The library was granted \$3,500 in CARES Act grants; \$500 in PPE grand funds and \$3,000 in funds for 5 WiFi hotspots from a digital inclusion grant. The Grant project is funded (in part) with a Library Services and Technology Act grant from the Institute of Museum and Library with a Library Services and Technology Act grant from the Institute of Museum and Library Services administered by the Library of Michigan.

C. Penal fines arrived in the amount of \$23,261.45. They are down by 23% from 2019.

D. Kayla Dimick has been hired to fill our new position for a Community Relations Manager. Prior experience includes BA in Journalism and staff writer for C&G newspaper.

E. The library was chosen and has received a "Rightfully Hers" display from the National Archives and Records Administration to celebrate the 100th anniversary of the 19th Amendment on August 18, 2020. The Amendment took more than 70 years and 900 proposals before finally passing and granting women the right to vote. The pop-up display will be in the library through the month of August.

F. Children's librarian, Julie Dries, created a virtual escape room as part of our summer reading challenges. Julie's escape room was shared via Facebook by the Collaborative Summer Library Program. This group collaborates on a common summer reading theme and promotional materials for libraries across the nation. It was subsequently shared by many libraries with their guests. Kudos to Julie for her work on the project and for sharing it nationally!

G. Shred Day was a huge hit and our most successful shred day yet with more than 224 attending. We didn't see the end of the line for a full hour.

H. Electronics Recycling day was also well attended with more than 90 folks coming through the line.

I. MelCat requesting began again on August 10, so we may once again borrow materials from other libraries.

J. The Suburban Library Cooperative is drafting a press release about Virtual Library Cards for students. Not all school districts are currently participating but the program is important during these times. Virtual Library Cards allow students access to

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free tutoring and homework help with [tutor.com](https://www.tutor.com). The press release will benefit all Suburban Library Cooperative libraries.

K. Representative Andy Levin (MI) and Sen. Jack Reed (RI) have proposed the Library Stabilization Fund Act, a proposal to ensure libraries can continue offering services that become more important during the pandemic.

L. Summer Reading and Book Break at the Beach have wrapped; librarians are gearing up for virtual programs in the fall.

**10. Old Business**

A. None

**11. New Business**

A. 2021 Library Budget discussion - note need to schedule a Special Library Budget meeting for August 31st at 5:00 pm.

Public Comment: None

Motion made by John Da Via and seconded by Blake Hurley to schedule a Special Library Budget meeting on August 31st at 5:00 pm.

Roll Call Vote - John Da Via Yes; Carole Wolf Yes; Linda Pillow Yes; Linda Silvonen Yes; Blake Hurley Yes; Dianne Marvaso Yes. Motion carried.

B. Reviewed the need to begin a search for an Interim Trustee vacancy beginning November 2020 through the next general township election. Discussed need to share with Township residents the opening on the Harrison Township Board, with instructions on how to apply.

John Da Via, Linda Silvonen, and Melissa Goins will work on language of the posting and options to disseminate information to the community.

**12. Board Comment**

A. Thank you to the poll workers who worked on the library millage on the day of the election.

B. Thank you to the millage committee for the good organization and campaign.

C. Thank you to our library employees whose dedication has allowed our library to open in a timely fashion and remain open in this time of pandemic.

**13. Adjournment**

A. Motion to adjourn was made by Linda Silvonen. Seconded by John Da Via. Public Comment: None

Roll Call Vote - John Da Via Yes; Carole Wolf Yes; Linda Pillow Yes; Linda Silvonen Yes; Blake Hurley Yes; Dianne Marvaso Yes. Motion carried.

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The meeting was adjourned at 7:49 pm.

**Next Meeting**

A. The next monthly meeting of the Library Board of Trustees will be held on Monday, September 21, 2020, at 6:30 pm. Whether the meeting will be held in the Library or via Zoom will be determined prior to the September meeting and appropriate notice will be provided.

**Minutes submitted by** Linda Pillow, Secretary

**Minutes approved:**

\_\_\_\_\_  
President (HTPL - Board of Trustees)

\_\_\_\_\_  
Date of Approval

\_\_\_\_\_  
Secretary (HTPL - Board of Trustees)