

Big Rapids Community Library  
Meeting Minutes  
March 6, 2024

- Call to order 5:30 pm Sarah Lucas
- Attendance: Sarah Lucas, Mike Ryan, Chelsea Mitchell, Laura Herron, Lauren Perkins. Absent: Ralph Crew.
- Reading and approval of the January 2024 minutes: Laura Herron motions to accept. Chelsea Mitchell Seconded. All in favor. Minutes accepted.
- Correspondence and Communications – letter to Sarah from John Moolenaar
- Public comment - None
- Financial Report
- Report of the Library Director
  - **Director's Report – FEBRUARY 2024**
    - *The library's mission is to encourage literacy by sharing resources and experiences that nurture curiosity, education, and growth, creating a connected and thriving community.*
    - The American Library Association (ALA) Public Programs Office is pleased to inform you that Big Rapids Community Library has been selected to receive a \$10,000.00 *Libraries Transforming Communities (LTC): Accessible Small and Rural Communities* grant. The grant was written to supply selected local assisted living facilities with pop-up library services and programming to supplement our Homebound Delivery services and library service to the senior population and people with disabilities that make it difficult to access our physical library spaces.
    - Director completed the Governmental Accounting segment of the Financial Management Course.
    - Winter Reading Program was concluded mid-February. The program was focused on teen and adult patrons.
    - The RFID Conversion Project is underway. Non-fiction, YA, Oversize, and Classics have been tagged. The collection has been maintained and weeded extensively according to condition, relevance, and demand.
    - Apollo offered a new feature called 'Events & Rooms,' which allows us to register for programs using the library catalog. Patrons can register through their library accounts for programs or to reserve a room.
    - The Seed Library opens in March 2024. Patrons can check out up to ten seed packets with their library card. To supplement this service, we have scheduled three programs with Bevin Cohen:
      - **Making Herbal Teas, Tinctures & Oils with Bevin Cohen 4/13/24 @ 2pm**
      - **Grow Great Vegetables with Bevin Cohen 5/11/24 @ 2 pm**
      - **Seed Saving 101 with Bevin Cohen 9/21/24 @ 2 pm**
    - March 15, 2024: The library will begin to hand out free solar eclipse glasses for the upcoming solar eclipse on April 8, 2024.

- Neighborhood Forest's deadline to register for a free tree to plant for Earth Day is March 15<sup>th</sup>. Currently, we have 119 folks registered.

- Old/Unfinished business

-Trustees 5 Ideas for Library Development

Sarah Lucas: FTE Children's Librarian, increased programming, access to tech

Chelsea Mitchell: relationships/donors, accessibility/equal access, "safe spaces": upgrading bathrooms, creating a friendly, safe, and secure environment, and welcoming, more dedicated teen space.

Mike Ryan: Safety concerns, exterior lighting, alarm systems, cameras. Publicity, marketing, outreach.

Laura Herron: Community engagement, adulting, job interviews. Collaborations with MOSO, Jim Crow museum, local businesses, the moth type event, local history, and oral history. Anna Howard Shaw: Suffrage, voting, registration to vote, service to the incarcerated.

- New business

-Small & Rural Communities Accessibility Grant. Mike Ryan motions to accept the grant, Laura Herron Seconds. All are in favor. The motion passes.

-2024-2025 Budget. Mike Ryan motions to accept the 2024-25 budget. Laura Herron Seconds. Motion passes.

- Library tour delayed until next meeting.

- Unscheduled Business - None
- Public Comment - None
- Adjournment – Sarah Lucas adjourned the meeting at 7 pm.