



Canton Public Library Board of Trustees General Meeting Minutes

March 17, 2022 – 7:30 PM

The Vice-Chairperson, M. Farell, called the meeting to order at 7:30 PM.

Present: M. Farell, A. Iqbal, J. Lee, C. Spas, A. Watts

Absent: N. Eggenberger

Also Present: E. Davis, M. Nicholson

CALL TO AUDIENCE

Present: K. Bounds, D. Ewick, D. McHugh, C. Swanberg

No comments

APPROVAL OF AGENDA

The agenda was approved by unanimous consent.

APPROVAL OF GENERAL MEETING MINUTES

The minutes were approved by unanimous consent.

COMMUNICATIONS

Director Eva Davis shared two emails from coworkers expressing support for the board to continue the staff masking requirement. Davis also shared a letter from Governor Whitmer in honor of March Is Reading Month.

DIRECTOR'S REPORT

In addition to the written report, Davis shared that Canton Township will host a DIA Inside|Out installation in May and June of this year, and that the library will be one of the locations for a reproduction of George Wesley Bellows' *Day in June, 1913*. This is the third time Canton Township has been selected for a DIA Inside|Out installation, and Davis reported that the library would work with the Township to coordinate events.

Davis welcomed Interim IT Department Head Carl Swanberg, who will serve in this capacity until a permanent department head is hired to replace Rudie Noble, who retired at the end of February.

The library continues to offer First Grade Round Up to all first graders in Canton during March Is Reading Month. This year, the teachers may choose between a virtual and an in-person visit. While it is more intensive for the librarians, the teachers have appreciated having options.

ElementOne, the library's compensation consultant, alerted us that they are in the final stages of preparing our market study for the 2023 Salaries budget and it will show that the lower pay grades need

to be increased to keep up with the demand for entry- to mid-level service employees across all industry sectors. The upper pay grades remain static. Once the library receives the full report, Marian Nicholson will prepare an analysis for the board to discuss at the April meeting.

The library is in the process of researching tools and methods to implement multi-factor authentication for staff logins—this includes board email logins—to meet data security requirements from our insurer. This will be rolled out in the coming months.

The 2022 Public Library Association biennial conference will be held in-person in Portland, Oregon, and virtually March 23-25. Trustees C. Spas and A. Iqbal are respectively attending in-person and remotely, and a number of staff are attending in both formats as well.

TRUSTEE COMMENTS

None

COMMITTEE REPORTS

None

UNFINISHED BUSINESS & GENERAL ORDERS

None

NEW BUSINESS

Review 2022 Monthly Board Meeting Agenda Plan

The board agreed to the agenda plan for 2022.

Endowment Fund review

The board expressed satisfaction with endowment earnings since transferring the funds to the Canton Community Foundation in 2015.

2023 Budget Discussion – Expenditures – Library Materials Budget recommendation

The board agreed to continue allocating 15% of the annual budget to library materials.

2023 Healthcare Plan Coverage review

The board agreed to continue the offer of Health Care Coverage to regular full-time and salary exempt employees only, per current CPL policy.

Staff Masking Requirement

E. Davis recommended continuation of the staff masking requirement to protect CPL employees from pandemic hazards, as measured against Centers for Disease Control and Prevention (CDC) guidelines. M. Farrell commented that she found the federal OSHA Emergency Temporary Standard (ETS) was rescinded as of March 16, 2022 and that MIOSHA is sure to follow suit within days. The board is in favor of lifting the staff masking requirement as soon as MIOSHA rescinds the ETS.

A. Watts moved and A. Iqbal supported a motion to repeal the staff masking requirement once MIOSHA rescinds ETS for Michigan.

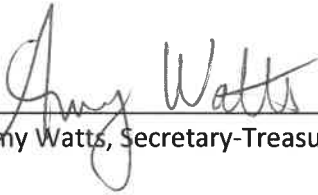
The motion passed unanimously 22/3-17-1

CALL TO AUDIENCE

No comments

ADJURN

The meeting was adjourned at 8:30 PM.



Amy Watts, Secretary-Treasurer

