

Library Advisory Board Meeting Minutes
Huntington Woods Public Library
Monday, October 17, 2022

Present: Deb Hemmye, Marty Ferman, Nina Abrams, Steve Pollack, Stacey Stutcher, Mary Foreman, Manjula Kaza-Egan, and Bridget McKinley

I. Call to Order at 7:05

II. Approval of Minutes of 9/17/22 Meeting.

III. *Friends of the Library* Liaison Report: Marty Ferman

- a) Marty reported that book sales and memberships picked up last month. There was an election for officers. The *Friends* book sale in September was very successful. They will have a book sale in the spring and will give Deb a definite date soon. Deb discussed ways to audit adult programming to make sure we are offering programs people want to attend in order to appropriately spend the Friends' programming funds.

IV. Librarian's Report: Dep Hemmye

- a) New adult librarian substitute hired (Anna Fast). Deb may consider hiring another substitute librarian/clerk.
- b) Tech Update. New laptop for meeting room projector and new computers for Director's Office and Children's Desk are installed. Phones are working for the most part and wi-fi has been improved.
- c) Tech Challenges. New scanner has been ordered. Decision made to purchase new bulb for projector rather than a whole new projector. IT Right will be giving a quote for installing new internet switches and re-configuring the library's internet.
- d) City Council Meetings. As HW has a weekly eblast with library information, Deb would like to attend Huntington Woods Council Meetings only when there is a clear need to communicate something other than what is included in the weekly newsblast to residents. She will continue attending the Pleasant Ridge Meetings more regularly, as she has been, to update PR residents.
- e) Meeting Room Update. Most renters have embraced the new policies. Some push-back from long-term groups wanting a continuation of free "rentals." Deb will put rooms/rates online and will update policy so that no one under 18 can rent.

- f) Fish Tank. The fish tank will be converted to a tropical fish set-up requiring the purchase of a heater for the tank, along with replacing the broken water filter.
- g) Children's Programming. These have been very well attended but there is a problem with people registering for Children's Programming and not showing up. Will limit the ability to sign up far in advance of program.
- h) PSAT Test Program for teens in January. The PSAT will be proctored at our Library. More details to come.
- i) Library Survey. Deb will be eliciting opinions on Library hours, book lockers, programming, demographics, and general feedback. Bridget McKinley will offer assistance with survey content and design.

V. Public Participation – None.

VI. Comments – None.

VII. Adjournment: 8:30 pm

Minutes prepared by Mary Foreman