



**NOTICE OF LIBRARY BOARD OF TRUSTEES MEETING**

The Royal Oak Library Board of Trustees will conduct a meeting at  
7:00p.m. on Tuesday, March 23, 2021

COVID-19 is a new strain of coronavirus that had not been previously identified in humans, can spread easily from person to person, and can result in serious illness or death. To mitigate the spread of COVID-19, to protect the public health, and provide essential protections to vulnerable Michiganders, it is crucial that all Michiganders take steps to limit in-person contact. The critical mitigation measures include social distancing and limiting the number of people interacting at public gatherings. Conducting the March 23, 2021 Royal Oak Library Board of Trustees meeting in person would risk the personal health or safety of members of the public and/or the library board of trustees. Therefore, the meeting will be held electronically, in compliance with PA 228 and PA 254 of 2020 and procedures established by the Royal Oak City Commission.

Members of the public can watch the meeting broadcast by WROK, the city's municipal access cable channel, in any of the following ways:

- **WROK WOW Channel 10**
- **WROK You Tube** [www.youtube.com/WROKCableTV](http://www.youtube.com/WROKCableTV)
- **WROK Live Stream:** <https://www.romi.gov/523/Live-Stream-and-Video-on-Demand>

Members of the public may participate in the meeting electronically by providing public comment on any public library-related matter, whether on the agenda or not, by leaving a recorded comment at 248-246-3411 between the hours of 5:00p.m. and 6:00p.m. on Tuesday, March 23, 2021. Recorded comments will be played for the library board of trustees during the public comment portion of the agenda.

Members of the public can also contact members of the library board of trustees to provide input or ask questions on any business that will come before the library board of trustees at the meeting via e-mail as follows:

- [adrienne@ropl.org](mailto:adrienne@ropl.org)

Anyone wishing to participate in the meeting who needs special assistance under the Americans with Disabilities Act (ADA) is asked to contact Carol Schwanger, city manager executive assistant at 248-246-3203 by 12:00p.m. on Sunday, March 21, 2021, so that appropriate arrangements can be made.





**Agenda**

**Royal Oak Library Board of Trustees Meeting**  
City Hall, 203 South Troy Street  
Royal Oak, MI 48067

**Broadcast from City Commission Chambers 121**  
**WROK WOW Channel 10**

**WROK You Tube** [www.youtube.com/WROKCableTV](http://www.youtube.com/WROKCableTV)

**WROK Live Stream:** <https://www.romi.gov/523/Live-Stream-and-Video-on-Demand>

**\*Public Comment Phone in 5:00 to 6:00p.m. Tuesday, March 23, 2021 at 248-246-3411 (details below)**

**Tuesday, March 23, 2021 at 7:00p.m.**

- I. Call to Order / Roll Call
- II. **Public Comment\***
- III. Announcements / Communications
- IV. Approval of the Agenda
- V. Acceptance of the Minutes
  - A. February 23, 2021
- VI. Library Interim Director's Report
- VII. Committee and Liaison Reports
  - A. Policy Review
  - B. Budget
  - C. Director Search Committee
  - D. Strategic Planning
  - E. Facilities
  - F. Friends of the Library
  - G. City Commission Liaisons for April
    - 1. Reopening Plan Update and Milestone Report Phase Advancement
- VIII. Discussion Items
  - A. Staffing Considerations and Impact Fiscal Year 2021-22 Budget
- IX. Action Items
  - A. Fund Balance Resolution
  - B. Declare Items Surplus
  - C. Policy 8.0 Emergency Pandemic Revisions
  - D. Policy 3.30 Code of Conduct Revisions
  - E. Library Phase of Advancement / Building Reopening
  - F. Budget Adoption for Fiscal Year 2021-22
- X. **Adjournment Committee Assignments (bold denotes committee chair)**

Fundraising	<b>Ribant Payne</b> , Van Beek
Budget/Finance	<b>Goetz</b> , Woodward, Walton, Van Beek
Director Search and Hiring	<b>Ribant Payne</b> , Goetz, Macey, Walton, Staff Liaison Human Resource Director Van de Laar
Strategic Planning	<b>Woodward</b> , Ribant Payne, McCloud
Policy Review	<b>Macey</b> , Walton
Facilities/Space Utilization	<b>Walton</b> , Macey, Goetz
Millage Planning	<b>Goetz</b> , Walton, Van Beek
Director Goals and Evaluation	<b>Van Beek</b> , Ribant Payne
Nominating	<i>(set up in September, reports in October, elections January)</i>

*Liaison Opportunities*

**Friends of the Library 3rd Mondays**  
**City Commission 2<sup>nd</sup> & 4th Mondays**  
**Downtown Development 3<sup>rd</sup> Wednesdays**