

**NOTICE OF LIBRARY BOARD OF TRUSTEES MEETING**

The Royal Oak Library Board of Trustees will conduct a meeting at  
7:00p.m. on Tuesday, September 1, 2020

On April 1, 2020, Governor Whitmer issued Executive Order 2020-33, which declared both a state of emergency and a state of disaster across the State of Michigan due to the spread of the novel coronavirus (COVID-19). 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. Therefore, the September 1, 2020 Library Board of Trustees Meeting will be held electronically, in compliance with the Open Meetings Act and Executive Order 2020-154, as issued by Governor Whitmer on July 17, 2020.

Members of the public can watch the meeting in any of the following way:

<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, September 1, 2020. 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:

- [Emily@ropl.org](mailto:Emily@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 Monday, August 31, 2020, so that appropriate arrangements can be made.

### Agenda

**Royal Oak Library Board of Trustees Meeting  
Public Library, 222 East Eleven Mile Road  
Royal Oak, MI 48067**

**Broadcast from City Hall, 203 South Troy Street, Commission Room**

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

**\*5:00p.m. to 6:00p.m. Public Comment Phone in 248-246-3411 (details listed below)**

**Tuesday, September 1, 2020 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. July 28, 2020
- VI. Staff Report Emily Crosby and the National Endowment for the Arts Grant
- VII. Downtown Park (Centennial Commons) Update Aaron Filipski
- VIII. Library Director's Report
- IX. Committee and Liaison Reports
  - A. Facilities Committee
  - B. Downtown Development Authority
  - C. Liaisons for September
    1. City Commission, September 14, 2020
    2. City Commission, September 28, 2020
- X. Action Items
  - A. Library of Things Circulation Parameters
  - B. Policy 5.10 Revision: Materials Replacement Policy
- XI. Discussion Items
  - A. Delivery Service
  - B. Transferring of Secretary's Duties
- XII. Adjournment

**\*To participate in public comment please call 248-246-3411 on Tuesday September 1, 2020, between the hours of 5:00p.m. and 6:00p.m. The chairperson will open the public comment portion of the meeting and your recorded phone message will be played as part of the meeting broadcast. Public comment will be limited to three-minutes per person.**

- If you exceed the three-minute limit only the first three-minutes will be played for the meeting broadcast.
- If you call in multiple times only your first comment will be played.

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**Committee Assignments (bold denotes committee chair)**

Fundraising	Plater, Ribant Payne, Van Beek
Budget/Finance	Goetz, Woodward, Walton, Kolo
Strategic Planning	<b>Woodward</b> , Plater, Kolo, Graham
Policy Review	Kolo, Walton, Macey
Facilities/Space Utilization	Walton, Macey, Goetz, Kolo
Millage Planning	Walton, Goetz, Van Beek
Director Goals and Evaluation	Plater, Graham, Ribant Payne, Van Beek
Nominating	(set up in September, reports in October, elections January)

*Liaison Opportunities*

**Friends of the ROPL Meetings:** 3rd Monday (except July & Dec), 7-8:30, Friends Auditorium

**RO City Commission Meetings:** 2nd & 4th Mondays, 7:30, Room 315 of City Hall (Remote beginning March 2020)

**Downtown Development Authority (DDA) Meetings:** 3rd Wednesday, 4 PM, Room 215 of City Hall (Remote beginning March 2020)