



**NOTICE OF LIBRARY BOARD OF TRUSTEES MEETING**

The Royal Oak Library Board of Trustees will conduct a meeting at  
7:00p.m. on Tuesday, February 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 February 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, February 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, February 21, 2021, so that appropriate arrangements can be made.





**Agenda Draft**  
**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, February 23, 2021 at 248-246-3411 (details below)**

**Tuesday, February 23, 2021**  
**7:00p.m.**

- I. Call to Order / Roll Call
- II. **Public Comment\***
- III. Annual Meeting
- IV. Announcements / Communications
- V. Approval of the Agenda
- VI. Acceptance of the Minutes
  - A. January 26, 2021
- VII. Financial Reports
- VIII. Library Director's Report
- IX. Committee and Liaison Reports
  - A. Budget
  - B. Facilities
  - C. Director Evaluation Committee
  - D. Director Search Committee
  - E. Downtown Development Authority
  - F. Friends of the Library
  - G. City Commission Liaisons for March
- X. Action Items TBD
- XI. Adjournment

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**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	Ribant Payne, 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**