

Bath Township Public Library Board of Trustees

Sue Garrity, President
Ryan Fewins-Bliss, Treasurer
Lynn Bergen

Theresa Kidd, Vice President
Shannon Vlastic, Secretary
Ken Jensen

AGENDA, MAY 1, 2018 – 6 P.M.

1. Call to Order.
2. Moment of Civic Reflection
3. Approval of the Agenda
4. Public Comment – limited to 3 minutes, on agenda items only.
5. Disclosure of Conflicts of Interest
6. Review and Approval of Minutes (from 4/16 & 4/19)
7. Financial Report – Treasurer
8. Librarian Report
9. Unfinished Business
 - a. Items for Discussion (no vote)
 - i. Carry over – these will be acted upon after selection of new Library Director
 1. Final updates & review of bylaws
 2. Review of policies & procedures
 3. Health care/benefit options
 4. Library security
 5. Logo
 6. Janitorial services
 7. Advertising
 8. Moving to larger space
 - ii. Carry over – waiting for reply
 1. Cost for Membership, Overdrive, and other items associated with Woodlands Cooperative
 - iii. Comments from Aaron Stephens on check signing procedures. Ryan was contacting him.
 - iv. Updates on technology. Planning for installation of new firewall, switch and access point. Some additional cabling necessary.
 - v. Renegotiation of lease. (see attached draft, not yet reviewed by legal counsel)
 - vi. The Bath Township Public Library is now a member of the Michigan Library Association. We have also purchased six trustee memberships.
 - vii. Library Director – references checked (see attached notes). Deliberations on two remaining candidates.
 - b. Items for Action (need a vote)
 - i. Extending employment offer to director candidate.
10. New Business
 - a. Items for Discussion
 - b. Items for Action
11. Public Comment – Limited to 3 minutes
12. Board Member Comments
13. Adjournment

Bath Township Public Library

Meeting Minutes

Monday, April 16, 2018; meeting called to order at 5:04pm with building tour. Regular meeting followed starting at 5:34pm.

Present: (Board Members) Sue Garrity, Lynn Bergen, Ken Jensen, Shannon Vlastic, Theresa Kidd. Ryan Fewins-Bliss. (Public) Derek Barth

Next meeting: Tuesday, May 1, 2018 @ 6:00pm.

I. Regular Business

- a. Moment of civic reflection.
- b. Theresa moves to approve the agenda, Shannon 2nd, all in favor.
- c. Public comment on agenda items: Derek re: potential artificial skylights are excessively expensive and lots of work/ upkeep, don't do it unless we can have a real skylight.
- d. Disclosures of conflict of interest: none.
- e. Lynn moves to approve last week's meeting minutes as presented, Ryan 2nd, all in favor.

II. Financial Report

Budget vs. Actuals presented through March 2018 and a little into April 2018. Board members can review and sign/ approve March expenses at next meeting.

III. Librarian Report

Next meeting.

IV. Unfinished Business

- a. Attorney Anne completed edits on bylaws. If we wanted her to come speak to us, she charges at regular billable hour price. In the meantime, an option is to sign up for library law newsletter on Foster Swift website.

- b. Program / Policy Committee update: Re: checks- restrictions on check signing. Who signs? Is there a dollar limit? What requires two signatures? Ryan suggests we talk to accountant about recommendations. He will discuss this with Aaron Stephens and report back to us. Public comment shall stay in both places on agenda, both at the beginning of the meeting (regarding agenda items only) and at the end. Both HR and Financial policies needs to be discussed and developed- we have not touched on this yet. We will come back to the bylaws after a director is hired.

- c. Director: Interviews on Thursday 4/19/2018. Interviews begin at 9:00am. Review interview questions prior to Thursday and be ready to make notes. Ryan moves to adopt job description as formal director job description. Lynn 2nd, all in favor. References have not been called but we should call references for candidate(s) we are most interested in before extending offer. Will we need a contract? Any offer will be contingent on a background check and reference check. Timeline: decide who we would like to offer the position to, check references, make contingent offer, fingerprint background check, written offer. Flexible goal for director start date, July 1st. Potential to request that new director make recommendation on benefits.

- d. Updates on technology. Look for upcoming patron trainings on accessing Apollo. Two new PC's and all equipment for firewall switch and access point replacement. Waiting for installation.

- e. Staff healthcare options: Michigan Library Assoc. will be offering health insurance on July 1st. We would need to join MLA to take advantage of this.

- f. Advertising opportunities: On hold.

- g. Logo: On hold until director is hired.

- h. Custodial: Covered until end of June at this time.

V. Action

- a. Shannon moves to join the Michigan Library Association on organizational level as well as individual trustee level. Theresa 2nd, all in favor.

VI. New Business

Tour of 6,000 square feet. All interested but we need a plan. Job 1- let Kesler's know we are interested, but also start doing some research on other facilities that have done projects in the past. Class 4 library requires more space and we will likely reach class 4 after next census. How much will this cost? Likely \$25-\$30k rent/ year but we will be collecting penal funds by then, so price is definitely "do-able." Is it possible to do project in phases? Do simple renovations to all building with carpet/ paint/ bathrooms/ windows, etc.... with divider and only really focus on front half of building for now, with room to grow. Ballpark figure of renovations, what kind of time frame are we looking at?

VII. Closing

- a. Public Comment: none.
- b. Board Comment: none.
- c. Theresa moves to adjourn the meeting, Ryan 2nd, all in favor.

Meeting adjourned at 7:24 pm.

Bath Township Public Library
Meeting Minutes

Thursday, April 19, 2018; Director Interview meeting called to order at 8:57am.

Present: (Board Members) Sue Garrity, Lynn Bergen, Ken Jensen, Shannon Vlastic, Theresa Kidd, Ryan Fewins-Bliss. (Public) Linda Neeley

Next meeting: Tuesday, May 1, 2018 @ 6:00pm.

I. Director Interviews

- a. Derek Barth (9:00am presentation, 9:06am interview questions, end at 8:58am.)
- b. Grace Morris (10:28am presentation, 10:39 presentation questions, 10:44 interview questions, end at 11:33am.)

Ryan moved for recess until 1:00, Theresa 2nd, all in favor.

Recess at 11:55.

Sue called meeting back to order at 12:54pm

- c. Kristie Reynolds. (12:56pm presentation, 1:06 interview questions, end at 1:43pm)
- d. Rhonda VanKampen (2:00pm presentation, 2:18 questions, end at 3:00pm.)

II.

- a. Public Comment: Linda shared her thoughts via written opinion read aloud to board.
- b. Board Deliberations.
- c. Theresa moves that we check references on Kristie and Grace as well as consult with Brian at KDL for more information on these two candidates, be prepared to discuss this at our next meeting. Lynn 2nd, all in favor.
- d. Ryan moves to adjourn the meeting, Lynn 2nd, all in favor.

Meeting adjourned at 4:44pm.

RETAIL LEASE

THIS LEASE made this [REDACTED] day of [REDACTED], by and between Daryl Kesler of P.O. Box 307, Bath Michigan 48808, hereinafter referred to as "Landlord," and [REDACTED] of [REDACTED], hereinafter referred to as "Tenant," in consideration of the mutual covenants and promises herein contained and for other valuable consideration.

WITNESSETH:

1. **PREMISES LEASED.** The Landlord does hereby demise and let unto the Tenant, and the Tenant does hereby lease and hire from the Landlord, for the term and under the terms and conditions herein set forth in this Lease for those certain premises, containing approximately [REDACTED] square feet, located at [REDACTED] (hereinafter referred to as the "Shopping Center").
2. **TERM.** The term of this Lease shall be for a period of five (5) years, commencing on [REDACTED] (hereinafter referred to as the "commencement date"), fully to be completed and ended on [REDACTED].
3. **RENTAL:** Tenant agrees to pay to Landlord at its office or to such other person or persons or at such other place as Landlord shall designate in writing, as rental for the said demised premises as follows:
 - (a) **Fixed Minimum Rental:** A fixed minimum rental for the herein described demised premises of [REDACTED] per year, payable in advance in equalmonthly installments of [REDACTED], upon the first day of each month during the term of this Lease.
 - (b) **Rent Increase:** Tenant agrees and shall also pay to Landlord, as additional rent, for the second lease year and each lease year thereafter, an increase of rent by three (3%) percent.
 - (c) **Security Deposit:** Not applicable, Landlord is not requiring a security deposit.
4. **USE OF PREMISES.** Tenant covenants and agrees that said demised premises shall be used and occupied for the operation of a Training Facility and Server area and for no other purpose without the written consent of Landlord, which consent shall not be unreasonably withheld. Tenant shall properly comply with all laws, ordinances and lawful orders and regulations affecting the demised premises and the use thereof. Tenant further covenants and agrees that it will conduct its business during normal business hours for such type of business and on all business days. Tenant further agrees that no auction, bankruptcy or going out-of-business sales will be conducted in or from the demised premises without prior written consent of Landlord.
5. **CARE OF PREMISES.** Tenant shall not permit, allow or cause any act or deed to be performed or any practice to be adopted or followed in or about said demised premises which shall cause or be likely to cause injury or damage to any person or to said demised premises or to the building or to the sidewalks and pavements adjoining the demised premises. Tenant shall not permit, allow or cause any noxious, disturbing or offensive odors, fumes, gases, smoke, dust, steam, vapors or disturbing noise, sound or vibration to originate in or to be emitted from said demised premises. Tenant agrees to permit no waste of the demised premises, but rather to take good care of same and, upon termination of this Lease, to surrender without notice in as good condition as at the commencement of the term, reasonable use and wear thereof excepted.
6. **UTILITIES.** Tenant shall procure and shall pay the cost when due of all utilities rendered or furnished to the demised premises during the term of this Lease, including electricity, gas, and sewerage charges.

7. **SIGNS.** The cost of installing, maintaining, changing or removing any signs upon the demised premises shall be borne by Tenant. Tenant shall obtain Landlord's written approval as to design, location and the manner of installation prior to placing any sign whatsoever upon the demised premises. Any signs shall comply with all requirements of appropriate governmental authority and all necessary permits or licenses required in connection therewith shall be obtained by Tenant at Tenant's sole cost and expense. Tenant shall maintain all signs in good condition and repair at all times during the term of this Lease and Tenant shall save Landlord harmless from injury to person or property arising from the erection and maintenance of said signs. Upon vacating the demised premises, Tenant shall remove all signs and repair any damage caused by such removal.

8. **OPERATION AND MAINTENANCE OF COMMON AREA.**

(a) **Maintenance of Common Area.** Landlord will provide lawn maintenance and snow plowing of parking lot. Sidewalk shoveling is the tenants responsibility.

(b) **Use of Common Area.** Landlord grants to Tenant throughout the term of this Lease in common with others entitled to a similar use thereof, an easement for ingress and egress to Tenant's demised premises and for the parking of automobiles by Tenant's employees, customers and invitees in the parking area. It is not to be construed that Landlord is leasing any specific parking area to Tenant. Tenant shall not and shall not permit its employees to use said parking areas for the storage of any automobiles, trucks or other vehicles owned or used by Tenant or its employees, except as may be approved and designated in writing by Landlord. No portion of the parking areas, sidewalks or other common areas shall be used by Tenant for any purpose whatsoever, other than pedestrian and vehicular traffic and customer parking, without prior written consent of Landlord. Landlord reserves the right to determine from time to time how to use the parking and common area and to resolve any disputes in connection therewith, the Landlord's decision shall be final.

9. **RUBBISH CONTROL.** Tenant shall not place, store, collect or allow any trash, garbage, rubbish or waste material on the outside of the building or the demised premises. Tenant shall pay for all charges for the removal of said trash, garbage, rubbish or waste material and for charges for all other services used, rendered or supplied upon or in connection with the demised premises.

10. **MAINTENANCE AND REPAIR.** Landlord agrees to keep and maintain the outer walls and sidewalks of the demised premises in good repair during the term of this Lease. However, Landlord shall not be responsible for damages caused by roof leaks, backups of sewers, toilets or lavatories, flood damage or water damage from adjoining tenants. Landlord shall not be responsible for the care or maintenance of any loading docks, loading ramps, front doors, rear doors, locks and hardware, front steps or rear steps. Tenant, at its sole cost and expense, whether the same shall be the property of Tenant or Landlord, shall promptly repair and at all times maintain in good condition the interior of the demised premises and all its appurtenances and equipment, including, but not limited to, heating units, air conditioning equipment, electrical fixtures and equipment, electrical installation, plumbing, plumbing equipment and fixtures, all machinery, all hardware, all interior paint or decoration of every kind. Tenant shall promptly replace all broken or damaged glass, including window glass and door glass, unless covered by Landlord's fire and extended coverage insurance. In the event Tenant fails to make any of the repairs which it is obligated to make with reasonable dispatch, Landlord shall be entitled to enter the demised premises and make or cause the same to be made and the amount or amounts expended by Landlord for such repairs shall be due and payable by Tenant to Landlord as so much additional rental hereunder.

11. **ALTERATIONS.** No structural changes, additions or substantial alterations shall be made by Tenant without the written consent of Landlord. Tenant shall have the right, at its own cost and expense, to place or install within the demised premises such fixtures, partitions, equipment and

trade fixtures, together with any additional painting or minor alterations in the demised premises which Tenant may find necessary and deem desirable, for all of which Landlord hereby consents. It is further covenanted and agreed that all fixtures, partitions, equipment, trade fixtures, alterations or changes installed by Tenant shall be and remain personal property, regardless of the manner of their annexation, and shall be removed by Tenant at the termination of this Lease or any extension thereof. Any damage to the demised premises caused by the removal thereof shall be repaired by Tenant at the sole cost and expense of Tenant.

12. INDEMNIFICATION OF LANDLORD. Tenant covenants and agrees to save Landlord harmless from any liability for injuries or damages to any person or property upon or about the demised premises, from any cause whatsoever, and agrees to procure at its own cost and expense public liability insurance for the benefit of Landlord and Tenant in the sum of One Million and No/100 (\$1,000,000.00) Dollars for damages resulting to one (1) person and One Million and No/100 (\$1,000,000.00) Dollars for damages resulting from one (1) incident and property damage in the sum of One Million and No/100 (\$1,000,000.00) Dollars. Tenant shall keep and maintain said insurance in force during the term of this Lease and shall deliver the policy or copy thereof or certificate of insurance evidencing such coverage to Landlord. Landlord agrees to carry in full force and effect at all times during the term of this Lease or any renewal or extension thereof, fire and extended coverage insurance covering the demised premises in an amount equal to the replacement value of the building.

13. DAMAGE BY FIRE OR OTHER CASUALTY. If the building shall be damaged or destroyed in whole or in part by fire or other cause and is rebuilt and restored to a good and tenantable condition by Landlord within a reasonable time, the rental shall abate, entirely in case the entire demised premises are untenable, until same shall be restored to a tenantable condition. If Tenant shall fail to adjust its own insurance within a reasonable time and as a result thereof the repairing and restoration is delayed, there shall be no abatement of rental as above provided during the term of such delay; and the Tenant shall use any part of the demised premises for storage during the period of repair, a reasonable charge for which shall be made against Tenant. In case the building is not repaired or restored, this Lease shall be terminated.

14. RIGHT TO MORTGAGE. Landlord reserves the right to subject and subordinate this Lease at all times to the lien of any mortgage or mortgages now or hereafter placed upon Landlord's interest in said demised premises and on the land and buildings hereafter placed upon the land of which the demised premises forms a part.

15. REAL ESTATE TAXES. Landlord shall pay Real Estate Taxes during the term of this Lease.

16. PERSONAL PROPERTY TAXES. Tenant shall pay all taxes levied against its personal property located within the demised premises during the term of this Lease.

17. COVENANT OF TITLE AND QUIET POSSESSION. Landlord covenants that it has the right to make this Lease for the term aforesaid and that it will put Tenant into possession of the demised premises, free from all encumbrances, liens or defects in the title, for the full term of this Lease. Landlord further covenants that there are no restrictive covenants, zoning, or other ordinances or regulations which will prevent Tenant from conducting its usual business or any department thereof in the demised premises. Landlord warrants that Tenant, upon making the payments and performing and keeping the other covenants and agreements of this Lease on its part to be kept and performed, shall have quiet and peaceful possession of the demised premises during the term of this Lease and any extension thereof.

18. RIGHT TO EXAMINE PREMISES. Tenant agrees to allow Landlord, its agents and representatives, free access to the demised premises during reasonable hours for the purpose of examining same; and during the period of three (3) months previous to the expiration of the term of this Lease or during the period of three (3) months prior to any renewal hereof, to exhibit same to prospective tenants.

19. **PROPER NOTICES.** All notices required or permitted under this Lease shall be deemed to be properly served if sent by registered mail to the last address previously furnished by the parties hereto. Until hereafter changed by notice in writing, notices shall be sent to Landlord to the Attention of Camie Kesler at P.O. Box 307, Bath Michigan 48808, and to Tenant at: BS&A at 14965 Abbey Lane, Bath, MI 48808.

20. **WAIVER.** The failure of Landlord to insist upon strict performance of any of the covenants or conditions of this Lease or to exercise any option herein conferred in any of one or more instances, shall not be construed as a waiver or relinquishment of any such covenants, conditions or options, but the same shall be and remain in full force and effect. The subsequent acceptance of rent hereunder by Landlord shall not be deemed to be a waiver of any preceding breach by Tenant of any term, covenant or condition of this Lease, other than the failure of Tenant to pay the particular rental so accepted, regardless of Landlord's knowledge of such preceding breach at the time of acceptance of such rent. No covenant, term or condition of this Lease shall be deemed to have been waived by Landlord, unless such waiver be in writing by Landlord.

21. **ENTIRE AGREEMENT.** This Lease and the exhibits and addenda, if any, attached hereto and forming a part hereof, set forth all the covenants, promises, agreements, conditions and understandings between Landlord and Tenant concerning the demised premises and there are no covenants, promises, agreements, conditions or understandings, either oral or written, between Landlord and Tenant other than is set forth herein. Except as herein otherwise provided, no subsequent alteration, amendment, change or addition to this Lease shall be binding upon Landlord or Tenant unless reduced to writing and signed by the parties hereto.

22. **FORCE MAJEURE.** In the event that either party hereto shall be delayed or hindered in or prevented from the performance of any act required hereunder by reason of strikes, lockouts, labor troubles, inability to procure materials, failure of power, restrictive governmental laws or regulations, riots, civil disturbances, picketing, demonstrations, insurrection, war or other reasons of a like nature not the fault of the party delayed in performing work or doing acts required under the terms of this Lease, then performance of such act shall be excused for the period of the delay and the period equivalent to the period of such delay. The provisions of this section shall not operate to excuse Tenant from prompt payment of rental, percentage rental, additional rental, or any other payments required by the terms of this Lease.

23. **PERSONAL PROPERTY, MERCHANDISE, FURNITURE AND FIXTURES.** Any and all personal property, merchandise, furniture or fixtures placed in or moved upon the demised premises by Tenant shall be at the sole risk of Tenant. Landlord shall not be liable for damages to said personal property, merchandise, furniture or fixtures, or to Tenant arising from the bursting or leaking of water pipes or from any act of negligence of any co-tenant. Upon termination of this Lease or any extension or renewal hereof, Tenant shall have the right to remove all or any portion of such personal property, provided that Tenant shall repair any damage to walls, floors or doors arising from Tenant's removal of said personal property.

24. **HAZARDOUS SUBSTANCES.** Tenant shall not cause or permit any Hazardous Substance to be used, stored, generated, or disposed of on or in the demised premises by Tenant, Tenant's agents, employees, contractors, or invitees.

25. **RELOCATION.** Landlord herein specifically reserves the right during the term of this Lease, and any extensions or renewals thereof, to designate one or more "substitute premises" within the demised premises with sixty (60) days prior written notice to Tenant, and Landlord shall also have the right to relocate Tenant to such designated substitute premises at the expiration of the sixty (60) day period. Each substitute premises designated by Landlord shall be at Landlord's sole discretion so long as such substitute premises are similar to the demised premises in area and in appropriateness for Tenant's use, but such substitute premises need not be identical to, on the same floor, or in the same building, as the demised premises. Upon Tenant's occupancy of the substitute premises, the substitute premises shall thereafter become the "demised Premises" under

this Lease. Reasonable costs incurred by Tenant in the event of such relocation, and which have been agreed to in writing by Landlord, prior to Tenant's move, shall be paid by Landlord. In the event Tenant fails to comply with this paragraph and refuses or fails to timely relocate to any substitute premises designated by Landlord, Tenant shall be in default under this Lease and Landlord may, in landlord's sole discretion, elect to terminate this Lease.

26. **IMPROVEMENTS**. All improvements to be paid by Tenant.

27. **OPTION TO RENEW**. So long as Tenant has not been in default of any terms or conditions of this Lease, Tenant shall have the right to extend the term of this Lease for two (2) additional period of five (5) years in duration commencing upon the expiration of the original term of this Lease. All terms and conditions of this Lease shall remain the same except rental, which shall be determined. Tenant shall notify Landlord as to its intent to extend this Lease not later than one hundred eighty (180) days prior to the end of the original term of this Lease.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be signed in their respective names by their respective officers the day and year first above written.

WITNESSED TO LANDLORD:

DARYL L. KESLER

By: OWNER

Its: _____

WITNESSED TO TENANT:

By: _____

Its: _____

By: _____

Its: _____

REFERENCE CHECKING RESULTS

Reference Checking for Kristie Reynolds

Kate Pohjola-Andrade – Director, Woodlands Cooperative

Kate has known Kristie for about 5 years.

Kristie has been the Chair of the Planning & Evaluation Committee at Woodlands. That committee is tasked with reviewing the cooperative budget prepared by Kate. They give feedback, make suggestions prior to the budget being presented to the board. Kate assumed Kristie was the director at Portland because of the skillset she brought to the table.

Here's the committee description from their website:

Planning and Evaluation Committee

Purpose: to plan and evaluate Cooperative programs, services, and policies and to make recommendations accordingly to the Advisory Council and the Governing Board. **Activities** may include but are not limited to:

1. review the Plan of Service and the bylaws and other policies regularly
2. review Cooperative service contracts
3. review the annual Cooperative budget and make recommendation to Advisory Council
4. develop and suggest new programs and services and submit such ideas and suggestions to the Advisory Council and the Governing Board
5. evaluate Cooperative programs and services
6. address such other issues as from time to time may be referred to the committee

Kristie also went to DC with a team of librarians from Woodlands for National Legislative day last year. They spend a day in training with staff of the American Library Association, and then spend a day at the Capitol meeting with their legislators and staff to lobby for federal issue affecting libraries.

She shows leadership skills as Chair of the committee.

Very empathetic, sensed the exhaustion of colleagues, mindful of that in dealing with others.

Always well-prepared for meetings.

Re: promotions – there is no sense that the current director will be leaving any time soon. Kristie and the director are the only two full-time staffers.

Excels working in a team environment, manages unprepared teammates with patience and support.

Kate's opinion is that Youth Services librarians often make the best directors. "If you can handle kids you can handle adults."

Kate also impressed that Kristie has kept her teaching certificate active and is continually attending workshops, presenting, etc.

Laura Hager, staff, Portland District Library

Laura has worked with Kristie for 10-15 years (“forever”). She described Kristie as being great with patrons – the one that looks up every time someone enters the library and goes to greet them. She’s wonderful with people in the community.

In her work, Kristie is the one to smooth out the conflicts.

Re: leadership skills, Laura says that Kristie has learned a lot from their current director and those skills have continually improved.

Laura is the MeL person, Kristie doesn’t have any direct experience with this other than sitting with Laura occasionally to be sure she’s at least somewhat informed on how the process works. Kristie used MeL a lot as a patron – constantly ordering in books to read that they don’t have on hand.

Doesn’t miss work, is reliable. Sometimes a bit late but because she’s over-scheduled with community activities.

She hasn’t specifically gone for a promotion there because there hasn’t been one available at the correct time.

Kevin Robydek, Portland Middle School Principal

Kevin has been working cooperatively with Kristie for about 5 years. That's when they began planning for the Middle School Book Club. Kristie works with the MS librarian to coordinate and three times a week during the school year, there is a Book Club discussion. One each for 6th, 7th and 8th grades.

Kevin feels like Kristie and the library have been his partner in setting up a great program for kids who might not otherwise get the attention they need. He confesses he got attention through athletics at that age, and he knows more about working with athletes than the kids who are more interested in books, or the kids who are more shy or introverted.

He said she draws the kids out because of her calm, quiet, patient approach to involving them.

He appreciates that Kristie challenges him to be more creative in programs that are being made available to middle schoolers. She collaborates so well with his staff that people sometimes think she works for the school.

Note to us – we haven't tried this – she has a table at Parent-Teacher conference day/night and provides information about the library at that event.

In the last three years they have started a Battle of the Books assembly for the school. Six teams work ahead by reading books and Kristie asks them questions from the books. The highest scoring teams win. So kind of like Book Club/Quiz Bowl on stage.

Kevin couldn't stop telling me how much Kristie does to lift kids up in their community and stressed that she's a "quality person."

Reference Checking for Grace Morris

Cathy Lancaster, Youth Services Coordinator, Library of Michigan

Cathy has been working with Grace for about two years, as one of the sponsors of her grad school project. Along with supporting the project, Grace spent time with Cathy presenting her project at conferences. She also had a walk through with Grace at the MSU library that she said was really awesome.

She described Grace as having room to grow (because less of her experience is with public libraries), but the drive to do so.

Very bright, a leader of her grad school project. The project was accomplished with cooperation between students and others in a variety of time zones and Grace was basically the project leader. She coordinated, scheduled and managed getting the research data implemented into the toolkit format. Cathy said the project is truly unique, and a one-of-a-kind resource to Youth Services librarians in the U.S.

Here is a link to the project materials – it's impressive. You'll find it in the resource list here:

https://www.michigan.gov/libraryofmichigan/0,2351,7-160-18668_34169---,00.html

You'll also find a link there to an article that Grace had published in "The Conversation" online.

Seems to manage stress well. Has interned at CADL, subbed at CADL, has her MSU experience. She has a much wider background than most recent Library school grads. Understands budgeting, the value of networking, etc.

***John Shaw, Assistant Head, Gerald M. Kline Digital and Multimedia Center
G. Robert Vincent Voice Library, MSU***

John hired Grace 12 years ago as a freshman – student worker. It was her first job. She knows everyone in the library. She's considerate, understanding and a team player.

Grace is very smart and has a great grasp of technology. After just a year on the job he was giving her the opportunity to review new software.

Great at putting out fires as a manager, no drama and an excellent employee.

Regarding promotions, John basically challenged her to create a job description for her current position and then they interviewed multiple people and ultimately promoted her to that position. She's at the highest level as support staff. Next step is to be hired as a librarian – that's a professional position at the university and would be considered to be like faculty.

John is the one who encouraged her to go back to Library school so she would be eligible for promotions and somewhere along the way she developed her passion for public libraries and youth services. That interest is what could lead her away from MSU – which made him sad to lose her, but he confirmed that her desire is to be in a public library setting.

It's pretty clear how proud John is of Grace's professional development.

Cassie Veselovsky, Youth Services Librarian, CADL, downtown branch

Cassie met Grace when she served an unpaid internship with downtown CADL (she also served at the Okemos branch). They served on a Michigan Library Association committee together. Grace put together the programming for Story Time when she was at the downtown branch and did a really great job.

The biggest transition or stress for Grace at CADL was getting used to the urban library environment. She worked well with the very diverse public that CADL serves at the downtown Lansing branch.

Grace seems older than her years. She worked with the current CADL executive director, Scott Duimstra, on the disaster planning portion of the library's Master Plan.

Cassie believes that Grace would make an excellent director. She's always on the ball, with it, interested, enthusiastic, intelligent, trustworthy. She understands priorities and the necessity of working with whoever is supervising her to get buy in. If something can't be approved she moves on and doesn't let it bother her.

Cassie kind of struggled with words trying to come up with one that really summed things up and then told me she was impressed with Grace's dignity.