



CITY OF MADISON HEIGHTS
LIBRARY - EVENT ROOM, 240 W. 13 MILE ROAD
LIBRARY ADVISORY BOARD MEETING AGENDA
JULY 24, 2024 AT 6:30 PM

CALL TO ORDER

ROLL CALL

ADDITIONS/DELETIONS

APPROVAL OF MINUTES

- [1.](#) Approval of Minutes from April 2024

MEETING OPEN TO THE PUBLIC

REPORTS

2. Friends of the Library
- [3.](#) Work Plan Review
 - A. Collaborative Speaker Series - Subcommittee Chair Aaron, May, Hill
 - B. Expand Tween Events - Subcommittee Chair Mentzer, Hill, Nagle.

WORK PLAN REVIEW

- [4.](#) Library Director Report

UNFINISHED BUSINESS

NEW BUSINESS

- [5.](#) State Librarian's Excellence Award Application

ANNOUNCEMENTS

ADJOURNMENT

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: clerks@madison-heights.org at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Library Advisory Board Meeting
Madison Heights, Michigan
April 24, 2024

A Library Advisory Board Meeting was held on Wednesday, April 24, 2024 at 6:30 PM at
Library - Event Room, 240 W. 13 Mile Road

CALL TO ORDER

at 6:30 p.m. by Chair May.

ROLL CALL

PRESENT
Council Representative Alternate Bill Mier
Chair Amanda May
Vice Chair Kristina Mentzer
Becky Hill
Regina Juska-Svoba
Deborah Shepherd
Staff Liaison & Library Director Vanessa Verdun-Morris

EXCUSED
Council Representative David Soltis
Toya Aaron
Jennifer Nagle
Jeffrey Scott
Lamphere Student Rep Anthony Goatley
City Manager Melissa Marsh

Excuse those who could not make the meeting.

**Motion made by Vice Chair Mentzer, Seconded by Council Representative Alternate Mier.
Passed unanimously.**

ADDITIONS/DELETIONS

None

APPROVAL OF MINUTES

- 1. **Approval of January 24, 2024 Minutes**

**Motion made by Council Representative Alternate Mier, Seconded by Vice Chair
Mentzer. Passed unanimously.**

MEETING OPEN TO THE PUBLIC

No public present.

REPORTS

2. Friends of the Library

Mentzer and Shepherd reported Used Book Sale will be on May 18, 10 a.m. - 4 p.m. featuring Beach Reads. They're looking for volunteers to help with book sales and cleaning materials.

3. Library Director Report

Verdun-Morris reported event calendar is out, and the library is working on scheduling events for September 2024 through April 2025.

WORK PLAN REVIEW

4. Work Plan Review

A. Collaborative Speaker Series

May and Hill reported the Mental Health speaker series has two events, on 5/2 and 5/16, with registration required, and three events limited to people ages 18 and older. The standard format for most events is 40 minutes followed by 20 minutes for questions. Library will provide snacks for participants. Next speaker series will be planned for the fall.

B. Expand Tween Events

Four to five kids showed up to first tween book discussion and a book was selected for the next discussion. Pizza was provided for first event, and snacks will vary for future events. All events are planned for the third Monday of every month, and the community engagement librarian will be publicizing.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ANNOUNCEMENTS

May announced that Student Representative Goatley's last event will be the Teen Wellness event.

Mier announced he will be out of town for the first two speaker series events.

ADJOURNMENT

Adjourned at 6:51 p.m. by Chair.

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Library Advisory Board Work Plan 2024-2025

Name of Project, Goal	Benefit if completed	Subcommittee Members	Resources Needed	2024 & 2025 Measures of Success	Priority	January Update	April Update	July Update	October Update
Collaborative Speaker Series	Free educational events for community	Chair Aaron, May, Hill	Space Snacks	Participation Numbers	1	Mental Health Month Speaker Series will consist of five events on Thursdays in May at 6 p.m. Mental health professionals will lead each event.	Five events planned weekly in May, two with registration required. Next speaker series will be planned for fall.		
Expand Tween Events	More activities for grades 5-8 in community	Chair Mentzer, Hill, Nagle	Space Snacks Books	Participation Numbers	2	Middle school book discussion is planned for 6-7 p.m. on Mondays, March 18, April 15, and May 13.	Pizza was provided for 1st event. Snacks will vary in future. Planned for 3rd Monday monthly. Community engagement librarian publicizing.		

Board and Commission Work Plan Guidelines and Process

The City Council will vote on the board and commission work plans annually. Work plans are due by January each year and should consist of up to three priorities. The City Council will ask the Board or Commission Chair to present the work plan to the City Council.

- Review purpose of the Board or Commission.
- Discuss any City Council priorities for the Board or Commission.
- Discuss existing and possible projects, priorities, and goals. Order from high priority to low priorities.
- Finalize work plan for City Council review.
- Use approved work plan as a guide to focus the board and commission work throughout the term of the work plan. (Initially 1 year for 2023 and 2 years after that with updates after the first year.)
- Present report to the City Council annually and include: List of priorities, projects, and goals; Status updates; If items are not complete, include why and any other additional details to share with the Council.



Item 4.

MADISON HEIGHTS
PUBLIC LIBRARY

SEP 2024 - MAR 2025

240 W. 13 Mile Road

Monday - Thursday: 10 am - 8 pm

Friday - Saturday: 10 am - 5 pm

Phone: 248-588-7763

Email: library@madison-heights.org

Website: www.madison-heights.org/library

Facebook: www.facebook.com/mhlibrary

Insta: www.instagram.com/madisonheightspubliclibrary

REGULAR EVENT SCHEDULE

TODDLER TIME

TUESDAYS & SATURDAYS
10:30 AM
CORBETT YOUTH ROOM

Enjoy stories and coloring for children ages 2-5 and their families. After story time, stay and play!

SOCIAL SATURDAYS

Most Saturdays, 11 am - 4 pm.

Check website for specific dates.

Spend quality time relaxing in the Breckenridge Room enjoying these all-ages activities, including LEGO building, board games, origami, and more!

MOVIE MATINEES

1st Wednesday of each month, 3:30 pm

Enjoy a relaxing time with family and friends during each month's intergenerational movie showing. See library calendar for movie titles.

VOLUNTEERS

Last Thursday of the month, 6-7:30 pm

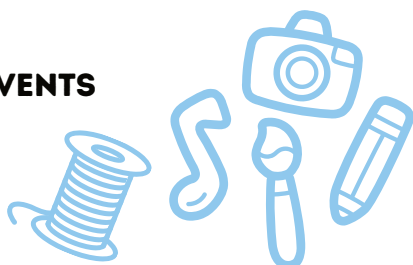
Are you a teen in grades 6th-12th who needs volunteer hours? Join us on the last Thursday of the month for an hour of volunteer time, and learn about more volunteer opportunities through the library.

OTHER REGULAR EVENTS

Maker Mondays

Tinker Tuesdays

Saturday Sewing



"I LOVE MY LIBRARY" BOOKMARK CONTEST

Entries accepted January 15-31

Design an original bookmark showing what you love about the library! Bookmarks for each age group will be printed and distributed at the library.

Voting takes place the second week of February. Contest winners announced on February 14.

WINTER READING

December 1 - January 31

Log your reading in Beanstack for a chance to win prizes! All ages.

Register at madison-heights.beanstack.org



BOOK DISCUSSION SCHEDULE

Item 4.

Meet in person or follow us on social media for reading recommendations.

Visit bit.ly/mhbookclubs for more information.

MIND READERS

Monday, November 4, 6 pm

Saturday, February 1, 11 am

Saturday, March 29, 11 am

Are you ready to embark on a journey of self-improvement? Mind Readers Book Club gathers to explore thought-provoking narratives and nonfiction books that inspire growth, resilience, and transformation.

NOVELS & NEIGHBORS

2nd Tuesdays of Even Months at 6 pm

October 8, December 10,

February 11, April 8

A joint book club organized by the Madison Heights Public Library and the Human Relations and Equity Commission. Novels & Neighbors embraces the richness of human experiences. Explore books that challenge stereotypes and broaden your perspective. Celebrate the fact we're all neighbors in our wide-reaching world.

GOLDEN BOOKWORMS

4th Tuesdays, 1:30 pm

September 24, October 22, November 26,

December 17, January 28, February 25,

March 25, April 22

A joint book club organized by the Madison Heights Public Library and the Active Adult Center (age 50 and better). Get ready to read historical and literary fiction.

THRILL SEEKERS

Last Mondays of Even Months at 6 pm

October 28, December 30,

February 24, April 28

If you love to read gripping narratives filled with twists, complex characters, and heart-pounding suspense, join us to discuss!

TWEEN BOOK CLUB

3rd or 4th Mondays, 6 pm

September 16, October 21, November 18

December 16, January 27, February 24,

March 17, April 21

Are you a curious reader between the ages of 9 and 12? Join us for lively discussions, fun activities, and a chance to explore fantastic books together!

BOOK "LOVERS"

2nd Monday of Odd Months at 7 pm

September 9, November 11,

January 13, March 10

Do you love to read romances? This is the book club for you! From historical romances to romantic comedies and romantasy, we will read a variety of genres and tropes with fellow romance enthusiasts.

RAINBOW READS

2nd Mondays of Even Months at 6 pm

October 14, December 9,

February 10, April 14

Join us to read and discuss a variety of genres all themed LGBTQIA+ for a rainbow of reads, from coming out stories to discussions of love and identity. For ages 18 and up.

LITWITS

Last Mondays of Odd Months at 7 pm

September 30, November 25

January 27, March 31

Are you a book lover who enjoys both fiction and non-fiction? Look no further! LitWits is a community of avid readers who gather to explore captivating titles, share insights, and celebrate the joy of reading. At each meeting, the group selects the next book based on their lively discussions of the previous one.

SPECIAL EVENT SCHEDULE

Item 4.

ELOISE: POORHOUSE AND ASYLUM

Monday, September 16 at 6 pm

The history of the Eloise Asylum in Westland, Michigan. Registration Required.

MADD: MOTHERS AGAINST DRUNK DRIVING

Wednesday, September 18 at 6 pm

A workshop on how to talk to teens about the dangers of drinking and driving.

AUTHOR VISIT: CHERIE BLACKWELL

Tuesday, October 15 at 6 pm

A couple's lung transplant journey.

HOW TO CREATE A SUCCESSFUL ONLINE DATING APP PROFILE

Wednesday, October 16 at 6 pm

Includes Head Shots.

Registration required.

SEEKING DEAD PEOPLE

Monday, October 21 at 6 pm

Learn how to conduct genealogical and cemetery research both in-person and online.

HISTORICAL WIZARD OF OZ

Wednesday, November 13 at 6 pm

Online zoom program, or view in library.

Registration required.

COOKING DEMO: VEGAN FALL FLAVORS

Thursday, November 14 at 6 pm

Vegan Spinach Artichoke Dip & Mac & Cheese.

Registration required.

NATIVE AMERICAN SPEAKER SERIES

Check Website for Schedule

Learn more about Native American culture and history during Native American History Month.

LAUGHTER HELPS

Tuesday, April 1 at 6 pm

A humor in writing workshop.

Registration required.

YOUTH STEM PROGRAM

Saturday, September 7 at 3 pm

Registration required.

YOUTH CHESS LESSONS

2nd Saturdays, 3:30-4:30 pm

September 14, October 12,

November 9, December 14

Youth in grades 1st-5th can learn chess with instructor Sal Chehayeb. Both beginners and those with experience are invited to register.

MURDER MYSTERY FOR TEENS

Friday, November 15th at 5 pm

Teens grades 6th-12th are challenged to solve a murder in the library. Join us for an after-hours event. Can you find the murderer?

Registration required.

COMPUTER CLASSES

2nd Thursdays, 11 am - 12:30 pm

September 12 - Intro for the Recent Learner

October 10 - Basics of Computer Scams

November 14 - Working with Photos

February 13 - For the Non-Designer

March 13 - MyChart

Classes taught by Mike Wilson from Back on Track Computer Training. Registration required.

BATHTUB GIN AND RUM RUNNING

Prohibition in Detroit and Michigan

Tuesday, February 4 at 6 pm

Registration required.

COOKING DEMO: POKE BOWLS

Thursday, March 13 at 6 pm

Asian inspired poke bowls

Registration required.

GENEALOGY FACEBOOK GROUPS/PAGES

Thursday, March 27 at 6 pm

How to utilize Facebook as a genealogical research tool. Registration required.

kids & teens



Book Sale: October 12, 10 a.m. - 3 p.m.

Bake Sale: November 25, 5:30 p.m. - 7:30 p.m.



SPECIAL SERVICES



Item 4.

HOMEBOUND DELIVERY SERVICE

Available for deliver and pick up of library materials for residents unable to visit the library due to illness, disability, or mobility limitations. For more information, or an application, visit bit.ly/mhdelivery or call 248-588-7763.

HERITAGE ROOMS

The Margene and Jack Scott Heritage Rooms are located in the lower level of City Hall. For more information or to make an appointment, visit www.madison-heights.org/heritage or call 248-837-2852.

LITTLE FREE LIBRARIES

Take a book, leave a book!
Visit the library's website at bit.ly/mhLFL to find Little Free Libraries throughout the city and for information on establishing a Little Free Library!

CREATIVE TECHSPACE

Check out the library's new makerspace during regular library hours! 3D printing, media conversion, vinyl-cutting, sublimation, and more. For more information, visit bit.ly/creativetechspace or call the library at 248-837-2857.



Over 70 Languages

LANGUAGE IS AN ADVENTURE

Borrow ebooks & audiobooks



Libby.

The reading app from our library, built by OverDrive.

GET FREE MOVIES, MUSIC, AUDIOBOOKS, COMICS AND EBOOKS ON YOUR PHONE OR TABLET

You'll need your Madison Heights Public Library card number and your PIN.

If you have not yet changed your PIN, it should be the last four digits of your phone number.

If you live in Madison Heights and don't have a library card, you can get one free-of-charge.

If you don't live in Madison Heights, you should be able to get a library card free from your city's library. Then, you can use their online services to borrow ebooks and stream movies.

For all of our digital offerings, please visit bit.ly/mhdigitalresources

Madison Heights Public Library, 240 W. 13 Mile Rd., 248-588-7763

Your Library of Michigan application

Library of Michigan <mail@grantapplication.com>

Thu 7/11/2024 5:51 PM

To: Library Full-Time Staff <library@madison-heights.org>

Your application has been saved successfully, and the tracking number is 29327. Your application has not been submitted. To submit, you will need to log in to your account, complete the application and click Submit. For your records, here is a copy of the contents of your application: _____

State Librarian's Excellence Award

Contact & Library Information

State Librarian's Excellence Award Nomination Form

Library of Michigan Foundation

The Library of Michigan Foundation's State Librarian's Excellence Award will be awarded to a library of any type (public, academic, school, special, tribal, etc.), including branch libraries, that exemplifies excellence in customer service. One (1) library in the state of Michigan will receive this prestigious award each year. The recipient library will receive a \$3,000 cash prize and a trophy for display in its public area. Two Library of Michigan Foundation Citations of Excellence will be presented and the recipient libraries will each receive \$1,000 and a small trophy for display.

Evaluation factors include demonstrating that your library provides superior service to its customers and community through library programs and staff interactions with customers and the service community.

Nominator's Contact Information

First Name	Last Name
Vanessa	Verdun-Morris

Organization
Such as Friends group, nominated library board, etc.
Madison Heights Public Library

Address
240 W. 13 Mile Rd

City	State	Zip Code
Madison Heights	MI	48071

Phone	Email
248-837-2852	vanessaverdun-morris@madison-heights.org

Relationship to Nominated Library
List relationship to the library you are nominating, such as director, trustee, friends group member, board member, administrator, etc.
director

Nominated Library's Contact Information

Library Name
Madison Heights Public Library

Library Contact First Name	Library Contact Last Name
Vanessa	Verdun-Morris

Library Contact's Title

Library Director

Library Type	Number of Staff	Library Annual Budget	
Public Library-Class V	20		

Address	City	State	Zip Code
240 W 13 Mile Rd	Madison Heights	MI	48071

Phone	E-mail
248-837-2852	vanessaverdun-morris@madison-heights.org

Web Site

<http://madison-heights.org/library>

Nomination

State Librarian's Excellence Award Nomination Form

Library of Michigan Foundation

Type notes here.

Nomination Narrative - Part 1

Explain how you communicated with your library users to determine their library needs. (10 points)

The Madison Heights Public Library employs a multifaceted approach to understand and address user needs, combining formal channels like advisory boards and strategic planning with informal conversations to create a responsive and community-oriented library experience.

The library actively engages with its community through the Library Advisory Board. Comprising community members, this board serves as a vital link between library staff and patrons. Members provide valuable insights and feedback on various aspects of library operations and services. Their perspectives help shape decisions and improvements within the library.

Library staff members act as liaisons to different city committees and organizations. These liaisons play a crucial role in understanding community needs. For instance, the liaison to the Historical Commission ensures that the library's historical resources and collections adequately represent local history. Similarly, the liaison to the Human Relations and Equity Committee collaborates on initiatives related to diversity, equity, and inclusion. Additionally, the Friends of the Madison Heights Public Library actively support library programs and activities, and their input informs decision-making processes.

Library staff also engage patrons in informal conversations. These interactions occur during everyday moments, such as at the circulation desk or during events. Through these conversations, staff members gain insights into specific needs, preferences, and areas where the library can improve. Whether discussing book recommendations or gathering feedback on services, these dialogues help tailor offerings to meet user expectations.

The library collaborates closely with the City Council during annual strategic planning sessions. These meetings provide a structured forum to discuss goals, services, and community needs. Suggestions for the strategic plan emerge from a combination of public input and insights from staff liaisons. Once finalized, the City Council adopts the strategic plan, ensuring alignment with the evolving needs of the community.

Nomination Narrative - Part 2

What project(s) or events has the library has accomplished based on this communication? (20 points)

The library has been developing its new Creative Techspace area, which was implemented during the library's renovation in 2023. The Techspace is equipped with a 3D printer, vinyl cutting equipment, sewing and embroidery machines, and more. This year, a laser cutter and engraver has been ordered. The laser engraver will debut for public use and training in the fall.

Adjacent to the Techspace lies the Library of Things. It's more than a collection of items; it's an invitation to explore. Need a power drill for a home improvement project? Check. Want to try your hand at gardening without committing to a full set of tools? The Library of Things has you covered. And for those seeking mental challenges, puzzles await—each piece a tiny mystery waiting to be solved. The convenience of this resource can't be overstated; as patrons step out of the Creative Techspace, they can grab a tool or gadget, knowing that the library supports their endeavors beyond the library walls with items they can use to experiment at home.

The most poignant transformation occurred with the introduction of an Exhibit Space, which displays the Madison Heights Margene and Jack Scott Heritage Rooms Museum artifacts whenever there isn't a special exhibit. For years, the museum remained hidden in the basement of city hall. Its artifacts—photographs, tools, and relics—whispered stories of Madison Heights' past. But few know of its existence. Limited hours and an obscure location kept it from the very community it sought to serve. The library changed that. By showcasing items from the museum, the Exhibit Space breathes life into forgotten memories. Now, when patrons wander through the

library, they can encounter glimpses of their own history.

Item 5.

Nomination Narrative - Part 3

If you partnered with another group in the community, please describe the partnership. (10 points)

The partnership with the Historical Commission allows library staff access to the rooms when they're closed, as well as permission to borrow materials for public display. By showcasing these artifacts, the library achieves two goals: preserving local history and providing educational opportunities for patrons.

For the library, this collaboration ensures a dynamic and ever-changing Exhibit Space. Patrons encounter artifacts that resonate with Madison Heights' past, fostering a sense of connection. For the Heritage Rooms Museum, visibility increases. More people discover its existence, appreciate its treasures, and learn about the community's heritage.

Nomination Narrative - Part 4

Explain why you consider this superior customer service. (40 points)

Madison Heights Public Library's superior customer service is demonstrated through the introduction of several new services with its recent renovation.

The new Creative Techspace is equipped with advanced tools like a 3D printer, vinyl cutting equipment, sewing and embroidery machines, and a newly ordered laser cutter and engraver. These resources empower patrons to explore their creativity, learn new skills, and bring their ideas to life. By providing access to cutting-edge technology, the library demonstrates its commitment to supporting innovation and personal growth. The Techspace categorizes equipment by skill level—green (self-use), yellow (assistance required), and red (staff-operated). This thoughtful approach ensures that patrons of all abilities can participate. Whether someone is a novice or an expert, they'll find a welcoming environment to learn, experiment, and collaborate.

Adjacent to the Techspace, the new Library of Things offers an array of items beyond books. This resource encourages exploration and practical problem-solving. Patrons can experiment with tools before committing to a purchase, fostering a sense of community and resourcefulness.

The inclusion of items from the Madison Heights Margene and Jack Scott Heritage Rooms Museum from a hidden basement collection to a public Exhibit Space highlights the importance of partnerships to move society forward and help breathe life to the past. By showcasing artifacts, photographs, and relics, the library connects patrons to their local history, making the library a place of discovery and reflection.

Supporting Documentation

State Librarian's Excellence Award Nomination Form

Library of Michigan Foundation

Provide relevant examples supporting the superior customer service you provided, such as customer comments, data, brochures, press clippings, etc. (10 points)

To Upload a document, do the following:

- Click the Choose File button
- Locate the document on your computer
- Select the document and click OK
- You will return to this page
- **CLICK UPLOAD and wait for the file to finish uploading.**

Supporting Documents - Optional Upload #1

Compile supporting documents into a single pdf.

Attachments cannot exceed 50 MB.

[Excellence Award Supporting Documents Madison Heights Public Library.pdf](#)

Supporting Documents - Optional Upload #2

Compile supporting documents into a single pdf.

Attachments cannot exceed 50 MB.

Letters of Support

State Librarian's Excellence Award Nomination Form

Provide at least three letters of recommendation from the Library's constituency, such patrons, members of governing bodies, community organizations or groups, etc. (10 points)

To Upload a document, do the following:

- **Click the Choose File button**
- **Locate the document on your computer**
- **Select the document and click OK**
- **You will return to this page**
- **CLICK UPLOAD and wait for the file to finish uploading.**

Letters of Support

Compile 3 to 5 letters of support into a single pdf.

Attachments cannot exceed 50 MB.

Certification

I have read and understand the criteria for the 2024 State Librarian's Excellence Award.

Authorized Signer Name

Authorized Signature Date