

SHAKER HEIGHTS PUBLIC LIBRARY  
Board of Trustees  
Diversity, Equity and Inclusion Committee Meeting  
via Zoom Webinar  
<https://tinyurl.com/SHPL-DEI-05-21>  
May 25, 2021

Attendance

Board Members Present: Mr. Bertsch, Dr. Rashid

Board Members Absent: Ms. Hirsch

Staff Members Present: Ms. Brodar, Ms. Cullers, Ms. Maxey, Ms. Switzer

Call to Order

Dr. Rashid called the meeting of the Shaker Heights Public Library Board of Trustees Diversity, Equity, and Inclusion Committee to order at 6:33 p.m.

Roll Call: Mr. Bertsch, Ms. Brodar, Ms. Cullers, Dr. Rashid, Ms. Switzer

Minutes

Mr. Bertsch moved and Dr. Rashid seconded the motion to approve the April 20, 2021 Diversity, Equity, and Inclusion Committee minutes.

Roll Call: Ayes: Mr. Bertsch, Ms. Brodar, Ms. Cullers, Dr. Rashid, Ms. Switzer

Nays: None. Motion carried.

Work Progress Report

Ms. Switzer gave a progress report.

A staff work group has been formed to review the Mission, Vision, and Values statements.

A plan has been made to review library policies. Ms. Brodar presented the plan for policies to be reviewed on the existing regular schedule that provides for reviewing each policy once a year. The annual review will have an added DEI focus which will include research to explore best practices and policy additions that might be needed. Recommended changes will be brought to the Board for approval, and then the procedures and operations that arise from the policies will be implemented.

Ms. Maxey has been added to the DEI Board committee and appointed chair of the Staff DEI committee, which will include work groups to carry out the work in relevant areas of policy and operations, including Public Service, Personnel, and Administration. The staff committee will report back to the DEI Board Committee,

which will provide guidance, feedback, and accountability, and report out to the full Board of Trustees.

Tools used in the process will include budget allocation that supports the strategic initiative; physical and digital spaces; the Technology Plan; Advocacy; Community Engagement, listening, and partnership; and communications and language.

### Next Steps

Ms. Cullers reported that the Mission, Vision, and Values review work group has begun reviewing examples and best practices and has a meeting scheduled. They will create a draft revision to share with the management team and then the Board DEI committee.

Ms. Maxey reported that she, Ms. Brodar, and Ms. Cullers will be looking at the scope and order of work, inviting staff to participate and forming work groups while trying to involve as many staff as possible.

### New Business

Dr. Rashid shared that the Shaker Heights City School District has convened a community group which will have quarterly discussions around DEI issues related to the school district. Dr. Rashid is a member of the group.

Ms. Maxey reported that the City of Shaker Heights has hired Colleen Jackson as its Chief Diversity, Equity, and Inclusion Officer.

### Adjournment

Since there was no further business to discuss, Ms. Maxey moved and Mr. Bertsch seconded a motion to adjourn the Diversity, Equity, and Inclusion Committee meeting at 7:10 p.m. and the committee unanimously agreed. The next Diversity, Equity, and Inclusion Committee meeting of the Shaker Heights Public Library Board of Trustees will be Tuesday, June 22, 2021 at 6:30 p.m.