

Minutes for
Library Board of Trustees
Annual meeting – February 23, 2021
Zoom only:
Meeting ID: 870 1583 8949
Passcode: 235187

1. Call to Order
 - a. 5:05 pm
2. Roll Call
 - a. Via Zoom. Alice, Alicia, Julie, Jenny, Ruth, and Dan (minutes).
3. Approval of Agenda
 - a. Jill 1st. Jenny 2nd. All in Favor.
4. Public Comment
 - a. No Public present.
5. Approval of minutes
 - a. Jill 1st. Jenny 2nd. All in Favor.
6. Review Bills and Budget
 - a. Sent via email. No questions.
7. Directors Report
 - a. MLA updates – Link emailed.
 - b. Being open is still working.
 - c. Story times are still be posted and Alicia has a dedicated spot on our blog for it.
 - d. Alicia visited MRC preschool for story time.
 - e. Book Club- met via zoom yesterday.
 - f. Mel-cat is back for normal delivery times. Still quarantining.
 - g. March reading Month – a whole month of Dr. Suess, Beanstack, story times, book prizes (GLWC)
 - h. SRP – donation letters were sent out and have received 4 donations plus the promise of another from the United Bank. (\$200 plus 4-\$5- gift cars to Target and a gift certificate to Arenas)
 - i. Legal Service contracts were emailed to Watson and Orangeville
 - j. Middle schools visits happening. Staying under Covid requirement numbers.
 - k. Participating as a drop off place for the Peanut Butter drive put on by the Allegan County Food Pantry Collaborative. Through Feb 28th.
 - l. MDHHS on meetings – thru March 29. No in person meetings.
 - m. Co-Op board meeting for Alicia this week. 2 years on the board. Libraries from Allegan/Barry/Cass/Calhoun/St. Joseph/VanBuren and Kalamazoo counties.
8. Old Business
 - a. Personnel Policies & Bylaws.
 - b. Job Description.
 - c. Dan Motioned to updated personnel policies and bylaws as discussed in January meeting. Motioned to accept the updated job descriptions as discussed in January meeting and via email from Alicia. Motioned to recommend to the Finance/Budget committee to pursue the annual compensation changes and to

pursue the updated vacation compensation schedule as communicated via email by Alicia. Jenny seconded. All in Favor.

d. Director's reviews are in. Dan and Alice to compile.

9. New Business

a. Finance/Budget Committee meeting.

i. Review request as motioned. Plan on once in March and once in April meetings. Alice, Julie and Ruth are on the committee.

b. Technology Plan.

i. Township meeting discussed rotating unit replacement timeframes. Replaced 3 laptops in 2020. Replaced color copier and fax machine. The patron machine replacements will probably be of a simpler design. Chrome boxes are a possibility, but office suite is not available on chrome boxes. Alicia to do some research prior to proposing any purchases.

10. Updates on local meetings

a. Martin Twp meeting.

i. Zoom meeting. Initially thought the library was over budget, but calculations were not correct. The discussion of technology rotation program.

b. Orangeville Twp meeting.

i. Alice planning on attending March meeting.

c. Watson Twp meeting.

i. Alice planning on attending March meeting.

d. Friends Meeting.

i. Jill on vacation. Assumed no meetings taking place at this time.

e. School Board.

i. Julie reported the board mentioned how great it was to restart library visits.

11. Public Comment

a. No public present.

12. Board Member Comment.

a. No comments.

13. Next meeting: March 23, 2021 @ 5PM

14. Adjournment

a. Jill 1st. Jenny 2nd. All in Favor. 5:48 pm.