

Minutes for
Library Board of Trustees
Regular meeting – August 22, 2023
Main Library Room.

1. Call to Order
 - a. 5:00 pm
2. Roll Call
 - a. Jenny, Raylene, Ruth - absent, Julie, Alice, Abbie, Dan and Kristy.
3. Approval of Agenda (Motion to Approve)
 - a. Julie 1st. Jenny 2nd. All in Favor
4. Public Comment
 - a. Rose and Marlene present. No comments.
5. Approval of minutes.
 - a. Julie 1st. Jenny 2nd. All in Favor
6. Review Bills and Budget.
 - a. Passed during meeting. No questions. Anticipate more next meeting.
7. Directors Report.
 - MLA updates – still learning
 - Toddler Time – Starting the first Wednesday in September
 - Book Club – Next month is Around the World in 80 Days.
 - Teen Council. Starting in September, the teens will meet on the second Monday of each month.
 - Storage room update: There are 2 more shelves that Abbie needs to go through, other than that we are ready for a sale. Talked with Andrea from Otsego and she sells stuff from the Library all the time. The floors are still getting wet when it rains.
 - Yoga classes – starting up in September on Saturdays, as long as there is an interest.
 - Summer Reading Program – a successful summer.
 - Book Sale – going well.
 - Water still smells bad in the break room sink, the other sink seems fine. Township to be contacted.
 - Light switch in the women's bathroom is not working right.
 - Changed all passwords.
 - Strictly using our business page on Facebook now.

- About 5 different candidates for hiring, finding someone to work the hours needed has been a struggle.
- Free conference coming up in September, going to Ann Arbor, will be off a few days to attend, due to a grant, the hotel stay is being covered by the hosts.
- Attended my first ACLA meeting in Hopkins.
- Library is changing daily with clean up, and rearranging, have heard great feedback from patrons about how things are looking.
- Alicia's last day is August 26th, said she is willing to stay a sub for Saturdays, but would like to be taken off the schedule unless needed.
- \$3,000 grand was accepted, awaiting payment.
- Alice and I talked with Jen about the budget, have not received an updated AP report, but we seem to now be all on the same page. Each month I will be receiving an updated report giving me more information as to what was paid/what was bought and what category it was applied to.
- Friends agreed to purchase a few different items. First friend of the library meeting was 08/21/2023. Door chimes, wireless vacuum, and a small printer for Abbie's office.

8. Closed session for personnel issue. Julie motioned to go into closed session. Jenny 2nd All in favor.

- a. Julie motioned we approve the actions from the closed session. Jenny 2nd, All in favor.

9. Old Business

- a. Writers Group

- i. Abbie communicated the hour restrictions. That timeframe doesn't work with their group. Closed or on hold for now.

10. New Business

- a. New Hire.

- i. Five candidate interviews. Reached back out, either new jobs or no longer interested. Potential for increased hours from Kristy. Potential for split hours over multiple candidates.
- ii. Hours moving forward would be difficult on Saturdays. Yoga is scheduled for Saturday.

b. Library Sale.

- i. Last Saturday in September? Discussed to have the Friends of the Library help with the sale. Other libraries keep it a line item for petty cash.

11. Updates on local meetings.

a. Martin Township, Orangeville, and Watson.

- i. No report to Orangeville and Watson. Martin township meeting attended by Alice. Update provided with no update. Friends meeting attended by Julie and Abbie. Wish list approved. Book sale to be included with the Library sale in September.

12. Board Member Comment.

13. Next regular meeting: September 26, 2023 @ 5PM

14. Adjournment (Motion to Adjourn)

- a. Julie 1st. Raylene 2nd. All in Favor. 6:11 pm.