

Minutes for  
Library Board of Trustees  
Regular meeting – September 26, 2023  
Main Library Room.

1. Call to Order
  - a. 4:59 pm
2. Roll Call
  - a. Jenny, Raylene, Ruth, Julie -absent, Alice, Abbie, Dan (minutes). (Julie arrived 5:35)
  - b. Visiting Rose, Debie, Kristy, Toni
3. Approval of Agenda (Motion to Approve)
  - a. Raylene 1<sup>st</sup>. Jenny 2<sup>nd</sup>. All in Favor
4. Public Comment
  - a. Debie. She didn't like the communication method of sending a letter. Feels the communication method was against policy. Disagreed that people were coming in early. Disagreed that meetings with the director are by appointment only. Felt that verbal communication should have been done prior to sending a letter. Debie shared the letter within the community to show the mean tone of it.
  - b. Rose. She was disappointed. She felt the letter was the first time in 10 years the friends were sent a thank you. She doesn't care about the fundraising moving forward.
5. Approval of minutes.
  - a. Raylene 1<sup>st</sup>. Jenny 2<sup>nd</sup>. All in Favor
6. Review Bills and Budget.
  - a. Passed during meeting. No questions.

## 7. Directors Report.

- MLA updates – still learning. Alicia is going to help when comes in during October for more training.
- Toddler Time – Slow to start. Only 2 kids so far.
- Book Club – Next month is the Lost Book of Eleanor Dare, have finalized our new reads for next year.
- Teen Council – having a lot of teens walk over to hangout at the library weekly, but did not have any for teen council, need to work on advertising and spreading the word. We have been having the middle school English classes over to check out books as well.
- Storage room update – ready to sell or donate things that they still have in the storage room. We are so close to being organized! Flooding is no longer happening.
- Yoga Classes - discontinuing until further notice.
- Book Sale – selling books frequently. Someone recently bought over \$70 dollars.
- Water no longer smells. Thanks to Alice and Tom.
- Light switch in the womens bathroom is not working correctly.
- Updated ring camera account info, Need help putting up some more ring related things.
- New hire is quickly learning and is willing to take over youth programming such as Toddler Time and Saturday story times. She cannot work past 3pm
- Would love to hire someone 4-6 hours per week to help with basic staff functions. Could be a highschooler!
- The conference in Ann Arbor went well.
- Received a \$3,000 grant.
- Taking the first week of October off as unpaid time to travel.

## 8. Old Business

### a. Library Sale.

- i. Discussions of timeframe and/or days. Additionally discussed in the township hall. Maybe an ongoing sale table in the Library. October 14 decided as the date of sale.

### b. New Hire (Heather). Communicated above already.

### c. Flower disappearance update.

- i. Police report filed. Flowers missing, camera did not record during the timeframe. Thanks to Kristy for bringing in the mum's.

9. New Business

- a. New Hire. Abbie added financials spent this year thus far. There seems to be ample available finances to hire additional staff. Abbie would like to target restroom cleaning, book replacement, occasional Saturdays. A high schooler would fit the bill perfectly. Heather needs to pick her kids up at three.
  - i. Jenny motioned to post a position at 4-6 hours pay negotiable, depending on qualifications. Raylene seconded. All in Favor.
- b. Review building policies. To be reviewed for October. Additional outstanding updates to be included with the October review.
- c. Switch board meeting day? We are no longer open on Tuesdays. Discussion landed on leaving the day as is.
- d. Evaluate being closed on Tuesdays.
  - i. Staffing wise it's still working good to be closed on Tuesday. To be added as an old business line for a few months.

10. Updates on local meetings.

- a. Martin Township, Orangeville, and Watson.
  - i. Emailed reports to Orangeville and Watson. Martin township meeting attended by Alice. No issues related to the library.
  - ii. No Friends meeting this month. Scheduled for the 14<sup>th</sup> of October.

11. Board Member Comment.

12. Next regular meeting: October 24, 2023 @ 5PM

13. Adjournment (Motion to Adjourn)

- a. Raylene 1<sup>st</sup>. Jenny 2<sup>nd</sup>. All in Favor. 5:40 pm.