Minutes for

Library Board of Trustees

Regular Meeting – February 27, 2024

Main Library Room.

1. Call to Order
	1. 5:03pm
2. Roll Call
	1. Jenny, Raylene, Ruth, Julie, Alice, Abbie, Dan (minutes).
3. Approval of Agenda (Motion to Approve)
	1. Raylene 1st. Jenny 2nd. All in Favor
4. Approval of Minutes (Motion to Approve)
	1. Raylene 1st. Jenny 2nd. All in Favor
5. Public Comment
	1. No Public present.
6. Review Bills and Budget
	1. Passed during meeting. No questions
7. Directors Report
* Toddler Time – We had 5 families bring children to Toddler Time this week. One family is new to the area, while another 2 families filled out for Library cards while they were here.
* Book Club – Next month we are reading Sankofa by Chibundu Onuzo. The library is creating an additional book club group that will meet on the first Monday of each month at 5:30 PM. Trying for a working group of people. The reading list is finalized and the first meeting will be held on April 1st.
* Library Events – Yellowstone National Park Virtual Excursion was a success, and we will be doing this program again in the summer (SRP). 10 members of the public attended.
* Book Sale – Kristy devises a new sale monthly, depending on what we have in surplus. This month the sale is 2/$1 hardcovers (originally $1 each).
* Next Saturday a Mardi Gras Celebration will be held for kids. This will include a Mardi Gras craft, story, and snacks.
* Winter Bingo ends on the 28th, and we will pick one winner for adults, and one winner for the kids. They will each get a gift basket with various things. This was sponsored by the Friends of the Library.
* The library has mailed out Summer Reading donation letters. We have heard back from Schuler’s Books, Meijer, Target, and Arenas Pizza so far. They are all willing to donate things.
* The additional back room space would be a huge addition to the library. We have many ideas for this new space, such as a kids room, a teen room, a quiet reading room etc! Many local libraries have a space like this.
1. Old Business
	1. Policy Book
		1. Make changes and bring to March. Dan is behind on this.
	2. Director Evaluation.
		1. Submitted to Abbie, summaries for the board.
	3. Financial/Budget Committee.
		1. No wage changes this year. Not anticipated that we will go over budget either. Still some issues with Abbie for categorizing payments and expenditures.
		2. Looking at the existing budget to see if another aide could be supported for 10-14 hours per week. For the remainder of this year and ongoing for next years budget.
	4. Ongoing payroll issue (s) still being tracked by the Board.
	5. Building Updates.
		1. Mold inspection paid by Township. Boniface fixed the leaking humidifier issue. The Township feels that with airduct cleaning, and leak issue being addressed, take a wait and see approach and test again after a 6 month approach.
		2. Abbie to schedule an air duct cleaning, township approved at the last meeting.
		3. Abbie to schedule carpet cleaning with the airduct cleaning.
2. New Business
	1. Service Contracts.
		1. Sent to Orangeville and Watson.
	2. Create initial plans for potential children’s area. Targeting a rough estimate by the next Township meeting in two weeks.
	3. Petitions for election need to be completed. Alice to investigate timelines.
3. Updates on local meetings.
	1. Martin Township, Orangeville, and Watson.
		1. Emailed reports to Orangeville and Watson. Martin township meeting attended by Alice. No additional issues not already discussed above.
		2. Friends meeting. Kristy covered for Abbie this month. Looking for additional members to build their group size. Letters were sent to potential candidates. Presented expenditures for the last year. Plans are to meet quarterly.
4. Next Meeting: March 26, 2024 @5pm
5. Adjournment (Motion to Adjourn)
	1. Raylene 1st. Jenny 2nd. All in Favor. 6:13 pm.