

Public Comment & Correspondence

None

Administration

Call to Order:

President Mary Jo Uhen called to order the regular meeting of the Library Board at 5:37pm via Zoom meeting.

Roll Call:

Present: Sonja Maynard, Mary Jo Uhen, Marcia Woods, Starr Gleason, Sandy Nielsen, and Kathy DeGroot. Nancy Conley and Jamie Halcomb was absent. Others present: Samantha Reid-Goldberg

Approval of Agenda for August 18, 2020

Action: S. Gleason moved to approve the agenda. It was seconded by S. Maynard. Yes: 6 No: 0. The motion was adopted.

Approval of Minutes for July 21, 2020

Action: S. Maynard moved to approve the minutes, K. DeGroot seconded the motion. Yes: 6 No: 0. The motion was adopted.

Finance

a. Treasurer's Report: July 2020

Action: S. Maynard made a motion to approve the Treasurer's report for July, 2020. M. Woods seconded. Yes: 6 No: 0. The motion was adopted.

1. Review of expenditures over \$1000.

b. Endowment request: building maintenance

a. New People Counter: \$400

b. Clean gutters and roof: \$500-\$1000

c. Water softener: \$1,771

d. Humidifier tanks: \$800

e. Sign replacement—quotes included

f. Amber colored sign replacement—\$20,278

g. Full color sign replacement—\$23,134

We discussed the sign replacement costs and it was decided that since the one we have was just repaired we'll look for other cheaper options (maybe a static sign, etc.).

The other items on the list will be pursued.

Action: K. DeGroot made a motion to request 10,000 from endowment fund for building maintenance. S. Maynard seconded. Yes: 6 No: 0. The motion was adopted.

Personnel

a. Stacey VanAvery is on leave due to COVID-19 concerns. Staff is otherwise doing well.

Strategic Plan

a. Millage Campaign

b. Media Presence

l. Press releases – Press release prepared for re-opening and new director, will be edited to reference potential outdoor storytimes.

c. Establish Capital Budget

d. Evaluate Policies and Hours

f. Programming

i. See Director's Report

Director's Report

- a. Fremont Area Community Foundation – I met with Mark Petz and Liz Mansfield to introduce myself and get up to speed on all the work we do with them, including grants and endowments. We discussed the summer reading grant, of which we are the only local library to not receive, and learned that some measures had been taken to address the issues Kay had brought to them. Liz suggested if we were interested in applying we should aim for the September application date.
- b. West Michigan Insurance Agency– Met with Kim Tate to go over all the insurances the library currently holds. Learned that policies had not been updated to reflect staffing or board changes or payroll, so working with them now to make sure we are appropriately covered.
- c. Upcoming program – We will return to holding in-person Storytime on September 4, 2020. Colleen is taking the appropriate steps to ensure social distancing and sanitization standards.
- d. Book Order – I was able to place book orders for children's books, adult non/fiction, large print and audiobooks.
- e. Meetings – With COVID sticking around for apparently the rest of time, a lot of the normal meetings the director should be attending are virtual or cancelled. The Newaygo County Directors are currently debating cancelling the in-service, LLC cancelled their annual lunch and is continuing to hold board meetings via Zoom. State directors are still meeting every Friday, content is almost always asking the Library of Michigan to dissect Executive Orders.
- f. LLC updates – We have started running overdue notices again and those are being sent out. The MeL/RIDES program started back up on August 10. There have been temporary changes to billing charges as Mel and libraries try and get everything back to where it belongs.

Discussion

Mary-Jo suggested a type of audiobook for children that the library could use. Sam will look into this. Colleen and Sam will look at the possibility of outdoor storytime and will update press release to reflect as much. Sam is going to meet with former director Kay Brennan for a short meeting to answer some specific questions.

Adjournment

Action: S. Maynard moved that the meeting be adjourned at 6:05pm. S. Gleason seconded the motion. Yes: 6 No: 0. The motion was adopted.

Recorded by:

S. Nielsen, Secretary