

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.

Roll Call:

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

Approval of Agenda for December 15, 2020

**Action: S. Maynard moved to approve the agenda. It was seconded by N. Conley. Yes: 7
No: 0. The motion was adopted.**

Approval of Minutes for November 17, 2020

**Action: S. Maynard moved to approve the minutes, S. Gleason seconded the motion. Yes: 7
No: 0. The motion was adopted.**

Finance

- a. Treasurer's Report: November, 2020

Action: J. Halcomb made a motion to approve the Treasurer's report for October, 2020. S. Maynard seconded it.. Yes: 7 No: 0. The motion was adopted.

1. Review of expenditures over \$1000.

Personnel

Strategic Plan

- a. Millage Campaign
b. Media Presence
c. Establish Capital Budget
d. Evaluate Policies and Hours
 i. Curbside service only until Jan. 4
f. Programming
 i. See Director's Report

Director's Report

Programming:

We are holding the "Way I See It" Hesperia area photography contest again this month via Facebook, through January 6. Judging and displaying of photos depends on the library re-opening but will be either digital OR digital and in the library.

MI Library Quest for Teens-- A virtual puzzle that needs to be solved. Teens will need to collect clues from library websites around the state to figure out the guilty party. Think of it as a cross between Guess Who? and Where in the World is Carmen Sandiego. Starts Jan 1 and runs through Feb 14, we are one of the participating websites.

Website: We completed onboarding for our new Ploud website. It is still under construction but you can view our progress at: <https://hesperia.ploud.net/>

The new website will pull categories of reference materials straight from the library of Michigan and will be automatically updated whenever the resources are. The resources available through both our library and the Michigan eLibrary will be a lot easier to find and use as a result.

Bibliocore: Lakeland collectively is switching over our cataloging system to Bibliocore, starting in January with a go-live in May. The really nice thing about this system versus the one we have now is that our patrons will be able to search our materials first instead of having all materials for all coop libraries come up. This should make it a lot easier for our patrons to find our materials.

Server/Quickbooks/Online Billpay: The server and Quickbooks are scheduled to be installed on Dec. 15. We have started to move towards online billpay through the bank to avoid the cost of printing and mailing checks. With the new server and Quickbooks Colleen and I will be working with the auditor to make our current accounting systems more digitized and efficient while maintaining transparency.

Discussion

Printing services now available

Looking at expanding WiFi further into parking lot

Take and make crafts are going out

New server installed – Quick Books now available for Samantha and Colleen

New website conversion/setup going on and going well

Adjournment

Action: K. DeGroot moved that the meeting be adjourned at 5:44pm. S. Maynard seconded the motion. Yes: 7 No: 0. The motion was adopted.

Recorded by:

S. Nielsen, Secretary