

Public Comment & Correspondence

Thank you cards from staff.

Administration

Call to Order:

Vice-President Sonya Maynard called to order the regular meeting of the Library Board at 5:32pm.

Roll Call:

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

Approval of Agenda for February 16, 2021

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

Approval of Minutes for January 19, 2021

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

Finance

- a. Treasurer's Report: December, 2020

Action: J. Halcomb made a motion to approve the Treasurer's report for December, 2020. S. Gleason seconded it.. Yes: 6 No: 0. The motion was adopted.

1. Review of expenditures over \$1000.

b. Audit-- Samantha is working on getting a letter stating the budget will be amended. Audit flagged we'd been budgeting \$80,000 for grants but only got \$40,000. We will need to do budget adjustments in the future to prevent this.

Personnel

- a. Discussed staff retention issues. Interviews were done and positions offered to Brandon and Chris.

Strategic Plan

- a. Millage Campaign
 - i. February 17, 2021 Library of Michigan webinar
- b. Media Presence
- c. Establish Capital Budget
- d. Evaluate Policies and Hours
- f. Programming
 - i. See Director's Report

Director's Report

- a. Programming:

Adult reading contest will started February 1 – see attached flyer.

Reading Month- March is Reading Month! We are going to have some socially-distanced events for all ages to celebrate- see flyer

Teen programming- working with a Wayne State graduate who would like some experience in teen programming to possibly have her put together something for the teens and tweens.

Website: We have our onboarding dates and zoom meetings scheduled for the first week of December to get the new website up and running.

Discussion

Further discussed the issue of the state audit flagging us for spending more than we take in and what we need to do (we have savings). Samantha will further discuss this with the auditor.

Adjournment

Action: K. DeGroot moved that the meeting be adjourned at 6:00 pm. M. Woods seconded the motion. Yes: 6 No: 0. The motion was adopted.

Recorded by:

S. Nielsen, Secretary