

Approved by: John Rhode

Date: 11-16-21



**Gladwin County District Library
Board of Trustees Regular Meeting
BOARD MINUTES
Tuesday, October 19th, 2021 at 5:00 p.m.**

Those attending include President John Rhode, Vice President Bob Kusch, Secretary Barb Lyons, and Treasurer Bob Frei.

Trustees: Nancy Bodnar, Madalyn Steyer, Lori Fall, Becky Miller.

Also attending: Gladwin County District Library Director John Clextan, Katie Walters, Barb Curtindale,

A) Call to Order:

Meeting called to order at 5:00 pm. by President Rhode.

B) Pledge of Allegiance:

Pledge of Allegiance was recited.

C) Approval of Agenda:

With a motion to approve the agenda as presented by Frei, second by Steyer to approve the agenda with no corrections.

Rhode- Aye	Kusch-Aye	Lyons- Aye	Frei- Aye
Bodnar- Aye	Steyer-Aye	Fall- Aye	Miller- Aye

Motion carried with 7 ayes 0 nays.

D) Approval of Minutes:

With a motion to approve the September 2021 minutes as presented with corrections or additions with a motion by Frei, supported by Steyer, a roll call vote was taken with the following results:

Rhode- Aye	Kusch-Aye	Lyons- Aye	Frei- Aye
Bodnar- Aye	Steyer-Aye	Fall- Aye	Miller- Aye

Motion carried with 7 ayes 0 nays.

E) Reports:

a. Genealogy- 21 days we were open.

9 Members attended our meeting for a total of 13 hours and 30 min.

24 Workers signed in for a total of 143 hours.

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32 Members signed in for 109 hours.

6 Patrons used the room for a total of 4 hours and 45 min. 2 People were researching Butman Schools

4 Members worked on Society items for 13 hours and 30 min.

54 People used the Computers, 13 People came in for Chats & Tours for 5 hours and 30 min, 5 People used the Scanner.

Friends Meeting was the 11th from 6-8p.m. It is held on the 2nd Monday of the Month. The BIG BOOK SALE AND BAKED SALE was held on the 14th-16th.

Norma Furlo worked at home for 227 hours on Obits.

Our first class was on Sep 23rd in the Genealogy Room. We had 4 People come to it. They took a tour of the book room and then we proceeded with the classwork. We had our 2nd class at the College on Sep 30th, we had 3 people show up and we went over roadblocks and used Family Search. In the 1st class, we used 7 hours and 30 min for students and 5 hours and 30 min for teachers. 2nd class was 6 hours for students and 6 hours and 45 min for teachers.

b. Friends of the Library- 8 members attended for a total of 10 volunteer hours. 3 members gave a total of 15 hours to the Friends of the Library Booksale at the Farmers Market in Sept. Sold 239 books for \$483 by donation. Secretary of friends spent 5 ½ hours making calls and doing other general work. Treasurer worked for 8 ½ hours President spent 3 ½ hours working on membership information and attending Friends of the Michigan Library Meeting. Discuss solutions and other problems that are common among friends groups in the state. 135 hours were spent by 7 volunteers sorting and hauling books for the upcoming book sale that will be all by donation for all books and bake goods. This is an experiment. We will see how sales go. Discussion of book donation criteria was discussed.

F) Public Comments:

None

G) Approval to Pay Bills:

With a motion by Frei, second by Steyer to pay bills as follows:

Prepaid(s) in the amount of \$16,129.30

Payroll(s) in the amount of \$22,589.66

Unpaid: \$14,388.45

With a total amount of bills to be paid of: \$53,117.01

With a motion to pay bills by Frei, supported by Lyons, a roll call vote was taken with the following results:

Rhode- Aye

Kusch-Aye

Lyons- Aye

Frei- Aye

Bodnar- Aye

Steyer-Aye

Fall- Aye

Miller- Aye

Motion carried with 7 ayes 0 nays.

H) Activity Reports as Follows:

Director's Report and Circulation Report, given by Director Clextan.

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The State announced that Library State Aid would go up 2 Million dollars

We are looking at close to \$.50 per capita for this FY State Aid funding. The M-61 sign is up but as of this day, it is not "lit". The reason is that they discovered an underground wire that was inoperable. The cost to have this fixed is approximately \$2,900. Grant expenditure came under in spending the full \$50,000 grant amount, so this cost will be encumbered into the grant.

Beaverton Teen Room Update:

Painting has been approved by the BAC board, and we are now seeking bids on this work. The furniture, layout, and function of the room are being discussed between our Assistant Director Laura Walters, and our Program Director, Amy Sturgeon.

An in-service meeting was had with all staff. Topics ranged from circulation procedures to safety and it was a great chance to collaborate on many ideas.

We appreciate the board's willingness to allow them time to conduct this type of training.

Budget/State Aid Time:

A large amount of time has been spent preparing the budget, this year's grants have largely helped, and we anticipate aggressively pursuing many more this year.

State Aid forms are being conducted. Although online and relatively easier than in the past, this is the equivalent of doing income taxes and is time-consuming. We have until February to complete.

Miscellaneous:

Fellowship with Bera College, IMLS, and Save the Children is going well.

We are creating a blueprint of our Gladwin community partners and a game plan of how we as a library can contribute to our county students' improved reading levels.

John is working with the Michigan Digital Preservation Network, on collaboration possibilities of CMU and the Clarke Historical Library. Some of the topics are hosting and moving our entire Newspaper collection for accessibility, proper storage, and preservation. Currently gathering details and will have a presentation on this shortly if the board feels this would be a desirable option.

John was recently appointed to the American Library Association Policy Committee. This group monitors and evaluates all policies of ALA, which include things like "Rights to access", Freedom of information, and all things library.

I accepted an invitation to serve on our Rural Library Network Community Advisory Council (RLN CAC)

Circulation is up and holding steady with continued upticks in all circulation statistics.

See Circ report for more details

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I) Committee Reports as Follows:

Finance: Budget meeting postponed for November. Looking at a new method of health insurance. We need to start looking in January to be prepared for November deadlines. John will connect with 44 North to see options. Millage gets adjusted in 2025.

Personnel : Handbook Finished. Moved to approve Frei, seconded by Lyons; Passed with 7 ayes.

Building: Did not meet, sign is up.

Ad hoc(by-laws): Presenting to Board at November meeting; lightly discussed page 5 regarding Director Appointment and clarification.

J) Communications:

a. Barb Lyons appointed by County for another term. Nancy Bodnar's appointment was approved for a two-year term but is being sent back to the city council to correct that to a four-year term.

K) Old business as Follows:

A. Employee handbook; discussed in personnel committee

L) New Business as Follows:

a) By-Laws presented; renewal of health insurance - approval motioned by Frei, seconded by Steyer, 7 ayes, 0 nos; Vaxxed/Unvaxxed discussion, can send people home for COVID illness presentations and library will not cover time off anymore motioned by Frei and seconded by Lyons, 7 ayes;

M) Board Comments as follows

a) No board comments

N) Adjournment:

The meeting was adjourned at 5:59.

Minutes Taken and Transcribed by Katie Walters, staff member.