



**Gladwin County District Library
Board of Trustees Regularly Meeting
BOARD MINUTES
Tuesday, February 16, 2020 at 5:00 p.m.
Virtual Meeting via Zoom**

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 Clextion, Kathleen Lennon, Jessica Warner.

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 Lyons, second by Fall to approve the agenda with no corrections or additions.

Rhode- aye	Kusch-ABSENT	Lyons- aye	Frei- aye
Bodnar- aye	Steyer-ABSENT(Joined at 5:04)	Fall- aye	Miller-aye

Motion carried with 6 ayes 0 nays.

D) Approval of Minutes:

With a motion to approve the January 2020 minutes as presented with the corrections or additions with a motion by Lyons, supported by Frei, a roll call vote was taken with the following results:

Rhode- aye	Kusch-ABSENT	Lyons- aye	Frei- aye
Bodnar- aye	Steyer-ABSEN T(Joined at 5:04)	Fall- aye	Miller-aye

Motion carried with 6 ayes 0 nays.

E) Reports:

- a. No Genealogy Society report given at this meeting.
- b. No Friends of the Library report given at this meeting.

F) Public Comments:

No public comments given at this meeting.

G) Approval to Pay Bills:

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

Prepaid(s) in the amount of \$19,528.53

Payroll(s) in the amount of \$15,529.48

Additional bills: \$5,916.55

With a total amount of bills to be paid of: \$40,974.56

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

Rhode- aye	Kusch- ABSENT	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.

Door count and curbside numbers have increased from 586 to 1,050. Checkouts went from 3,622 to 7,459. E-materials are steady as well as virtual library programs (574). Adding Beaverton Activity Center Book Club to stats total.

See Attached Director’s Report and Circulation Report

Directors report, internet project MiSEN and RESD, Nick Loomis is going well with finalization within the next week. The school has been incredibly helpful and supportive. 95% increase in speed and bandwidth and allows the library to get off the private corporation contract for internet usage. E-content news-digital magazines, e-books, audio books- initially was going to charge \$40,000 to \$17,000 for the White Pine Consortium-now to \$1,700 for our Library specifically. Clextan was nominated for American Library member at large. A Naloxone box will be installed above the AED. Documents including previous embezzlement case, according to state of Michigan Retention Guidelines are no longer required to be kept. The libraries are doing interviews at the end of the month. The library is doing staff evaluations to plan for the future and examine the last year. The new order is up February 21st, with the numbers lower and more vaccinations- we are hoping to be able to return to the new normal soon. We are not able to have in person meetings at this time. No more than 10 people and only 2 households. We are not able to do in person programming at this point.

I) Committee Reports as Follows:

Finance: Treasurer Bob Frei reported that there is checking account statements and medical fund sent to Darcy for the audit. We still do not have the reports for the investments account. Mail is taking longer than usual, so Frei is trying to send them all out at one time-checking, medical and investment statements. Cannot be emailed as you can either only be sent by print OR digital, and for security purposes-all is kept as print.

Personnel: Did not meet

Building: Did not meet

Ad hoc(by laws): Did not meet



J) Communications:

Facebook statement as follows- Owen Crawford- "I hope the board allows more than 30 minutes on the computer every other library in the whole area you can have more than 30 minutes on a computer why is gladwin allowing 30 minutes"

Director Clextan responded with " Thanks for your concerns. The short answer is that many area libraries are doing different things, but many are also following the same limitations. This helps follow the state order of occupancy levels and lasts till February 21st. We also hope to increase the time allowed soon. Please feel free to contact me at the library if you would like to discuss further. We thank you for your patience as we continue to get through this pandemic. Sincerely, John Clextan (Library Director)"

K) Old business as Follows:

a) Motion to approve GCDL Credit Card Policy

With the major changes being only the Director and Assistant Director having a credit card. The Director in consultation with the treasurer will adjust credit limits or when the card needs to be cancelled, with a discussion at the following board meeting if that takes place. The treasurer may not be an authorized card holder. Each individual must agree to and sign.

With a motion to approve the GCDL Credit Card Policy by Frei, supported by Fall, a roll call vote was taken with the following results:

Rhode- aye	Kusch- ABSENT	Lyons- aye	Frei- aye
Bodnar- aye	Steyer -aye	Fall- aye	Miller- aye

Motion carried with 7 ayes 0 nays.

L) New Business as Follows:

a) None

M) Board Comments as follows:

a) Several Board members asked about the status of the arena-Clextan said arena is going well with fitness classes, gym, hockey back on and open skate being open. Arena is caught up on utility bills with the catch up bill from last year being due in April. Ice will be melted in March, with elongating the season as long as possible which means the water bill be extended to April. Arena does not have a general manager currently beyond the president of the Arena board.

Library board members also asked about the status of book donations- Clextan responded Library is now accepting book donations within both library locations. There are currently no book sales planned with possibly a Fall book sale.

N) Adjournment:

With a motion to adjourn by Bodner, the meeting was adjourned at 5:44.



Minutes Taken and Transcribed by Kat Lennon, staff member.

Approved by: _____

Date: _____