Minutes for

Library Board of Trustees

Regular Meeting – September 24, 2024

Main Library Room.

1. Call to Order
   1. 5:02 pm
2. Roll Call
   1. Raylene, Ruth, Julie, Alice, Abbie, Dan (minutes).
3. Approval of Agenda (Motion to Approve)
   1. Raylene 1st. Julie 2nd. All in Favor
4. Approval of Amended Minutes (Motion to Approve)
   1. Raylene 1st. Julie 2nd All in Favor
5. Public Comment
   1. No Public Present.
6. Review Bills and Budget
   1. Passed during meeting. No questions.
7. Directors Report

**Youth Services –** All youth programs are back up and running. So far, we have had attendance for every youth program that we have offered.  Toddler time between 1 and 3 families attending.

**Teen Programs –** Our first teen program, the Kickball Game, was a flop. We had 0 teens in attendance. We have the teens visit once a month, and during their previous visit, teens seemed interested in this program, so I am not sure what happened there. We sent a page with the teachers that bring their students over to help spread the word. Our next teen program will an Escape Room Party in October.

**Adult Services –** We offered a ‘Walk and Talk’ program on Monday the 9th. We had 7 attendees and would love to try that program again in the warmer months. We also had authors Cynthia Beach and Connie Connally at the library for an author program. We had 7 attendees for this program. Our next program that we are offering to adults (but all ages are welcome) is the Cider Social.

**Book Sale Room –** September’s sale was paperbacks 5 for $1. Sales seemed to have slowed down some this month.

**Some** **Rearranging** has been done in the adult section. The reference books have been weeded, making up some much-needed space. We also incorporated our science fiction genre into the general fiction population, so they are no longer separated. With our new genre spine labels, it makes it much easier to find a certain genre of book.

1. Old Business
   1. Budget
      1. *Previous notes from August*: Dan motioned to confirm the overage numbers are solid and will be appropriate in future budgets. Jenny 2nd. All in Favor.
      2. Budget numbers have been confirmed. Dan motioned to raise all staff salaries 6% Julie 2nd. All in Favor. Adjustments to take place for the period starting September 16th. Alice and Abbie to summarize the adjustments and present to the township.
   2. Library Proposal
      1. Camera discussion. The subscription for the camera system monitoring at the township expired in October 2023. The township camera battery has been dead for a while. There is also a township phone tied to this account being charged a monthly fee. The township agreed to the path outlined from the library. Nick to quote/confirm the correct system, and to see about adding the township building for a larger system/discounts. Dan motioned to approve the $1850.00 for the quoted system using budget lines ‘technology’ for $1350.00 and ‘Repairs and maintenance’ for $500.00, Ruth 2nd. All in Favor.
   3. Community Room.
      1. Sheriff is leasing half of the room for $100. Starting in October. They are putting in electronic locks. Two confirmed doors to the rooms from the inside. Project timing to be as available from contractor.
   4. Martin Cabinet. Tabled.
      1. Could the Martin cabinet be moved to a different building? The Allegan county historical center? Township office? Dan motioned to table this discussion. Jenny 2nd. All in Favor.
      2. Alice to talk to Christy first. No update 9/24/24
2. New Business
3. Policy Book
   1. Safety Procedures. Abbie to send some examples of local libraries. JC to add an active shooter procedure.
   2. Changing Wage Laws. Sick leave policies to change. Earned time off per hours worked. Abbie introducing this as the law is changing in the future and we’ll need to adjust in the future. Timing is February 21st of 2025.
4. Updates on local meetings.
5. Martin Township, Orangeville, and Watson.
   * 1. Emailed reports to Orangeville.
     2. Emailed reports to Watson.
     3. Martin Township meeting.
        1. Nothing additional not already discussed above.
     4. Friends of the Library.
        1. No Friends meeting until October.
6. Board Member Comments.
   1. No comments.
7. Next Meeting: October 22nd, 2024 @5pm
8. Adjournment (Motion to Adjourn)
9. Raylene 1st. Julie 2nd. All in Favor. 6:14 pm.