

The regular meeting of the Library Board was held at the Eaton Rapids Area District Library, 220 S. Main Street on **Thursday, November 7, 2019**. The meeting was called to order by Jan Denton at 6:30 pm.

Members Present: Jan Denton, Matt Swan, Kathy Ostrowski, Amanda Norton, Emily Bodkin, Nancy Pople and Mike Foley

Others Present: Anna Curtis

The **Agenda** was approved as printed. Matt Swan made a motion to approve agenda, supported by Amanda Norton. Passed unanimously.

Approval of the October 10, 2019 minutes. Nancy Pople made the motion to approve minutes with the correction of Amanda Norton's name, supported by Kathy Ostrowski. Passed unanimously.

Financial Report - Approval of Bills to be paid. MERS and Reliable Alarms (panic button) were added. Emily Bodkin made the motion to pay bills, supported by Mike Foley. Passed unanimously.

Library Director Report was given by Anna Curtis. Tammy completed her first event at the Senior Center, which will happen every other month. Erin assisted with the Fall Walk, donated pumpkins and began the first 2020 newsletter. Teresa conducted 4 staff one-on-one meetings, cataloged several items and completed Harwood trainings. Amanda deleted duplicate accounts in the interlibrary loan system, completed Harwood trainings and has begun relabeling the Young Adult fiction collection. Jeremy has worked on Grow with Google to start running the programs in January and conducted three technology one-on-ones. Anna has worked on the Strategic Plan and compiled the 5 year usage statistics into a readable report. Anna also held a Community Conversation at the Library.

Committee Groups - The friends group has not met yet for November

Old Business - PTO Discussion/Update - PTO was thoroughly discussed. Nancy Pople made the motion to keep PTO the same as in the policy, supported by Amanda Norton. Passed unanimously.

New Business -

- a. 2020 Meeting Dates - Nancy Pople made the motion to approve meeting dates, supported by Emily Bodkin. Passed unanimously.
- b. 2020 Closure Dates - Emily Bodkin make the motion to approve closure dates, supported by Matt Foley. Passed unanimously.

Board Comment - Mike Foley commented on new subdivision going into Eaton Rapids Township.

There was no **Public Comment**.

The meeting was adjourned at 7:56 pm.

Respectfully Submitted,
Kathleen Ostrowski
Secretary