

The regular meeting of the Library Board was held through Zoom on Thursday, November 12, 2020. The meeting was called to order by Board President, Jan Denton, at 6:31 pm.

Members Present: Jan Denton (attending electronically from the City of Eaton Rapids), Emily Bodkin (attending electronically from Hamlin Township), Matt Swan (attending electronically from Eaton County), Amanda Norton (attending electronically from Eaton County), and Nancy Pople (attending electronically from Eaton County)

Members Absent: Charles Nicholson and Kathy Ostrowski

Others Present: Anna Curtis (attending electronically from Eaton County)

The agenda was approved by roll call as printed.

Nancy Pople made a motion to approve the October 8, 2020 regular minutes with corrections; supported by Matt Swan. Passed unanimously by roll call.

Financial Report:

Emily Bodkin made a motion to pay the bills; supported by Amanda Norton. Passed unanimously by roll call.

Library Director's Report:

Anna Curtis highlighted sections of her written Board Report and answered questions:

- Tammy created the Meadowview Art Gallery
- Amanda completed multiple webinars
- Teresa began writing directions on how to use the microfilm machine
- Erin attended a local virtual book club
- Anna spent a significant amount of time reviewing the overturned Executive Orders and the amended Open Meetings Act
- Anna worked on the State Aid Report and on plans for Tammy's Retirement
- ERADL will now allow access to its OverDrive collection to ERPS students through their specific OverDrive login
- Anna delivered materials to Meadowview School and Island City Assisted Living
- The auditors completed their work this month and will present their findings to the Board during the December meeting
- Anna researched the Library's savings account options with Amanda Norton
- Staff created a very popular (and cool!) Halloween Digital Escape Room
- Anna has been looking into offering more adaptive programming beginning in 2021 and has begun work on a Social Story that will be made available shortly
- Anna finished recording this year's Jump Into Reading videos and put together October's Take and Make craft bags
- The awning work has been put on hold while the Library receives a couple of variances by the Zoning Board
- Hand sanitizer stations purchased with CARES Act grant money are up
- Erin and Anna are working on targeting the community better with direct mailings
- Kanopy has been a great edition to the Library's electronic offerings

- Jeremy helped get the new copy machine installed, ran technology updates and worked on wiring through the building
- Anna gave an interview regarding the Library's Potter Park Zoo partnership
- Anna attended several meetings and webinars throughout the month

Committee Reports:

The Friends Group has not met since March 2020 and no members were present for the Board Meeting. Anna Curtis did advise the Board that the Friends Group is working to get a December Zoom meeting scheduled, and that one of the Groups founding members passed away Monday, November 9, 2020.

There was no Old Business.

New Business:

Anna Curtis advised the Library's attorney put together new Board Meeting Procedures that adhere to the amended Open Meetings Act. Nancy Pople made a motion to approve the Board Meeting Procedures as presented; supported by Matt Swan. Passed unanimously by roll call.

Ann Curtis reviewed the breakdown of the Health Insurance rate increase for 2021. Nancy Pople made a motion to renew the Library's current health insurance plan; supported by Emily Bodkin. Passed unanimously by roll call.

Anna Curtis presented the Board with the proposed 2021 Meeting Dates, keeping them on the second Thursday of each month. Matt Swan made a motion to approve the 2021 Meeting Dates as presented; supported by Emily Bodkin. Passed unanimously by roll call.

Anna Curtis presented the Board with the proposed 2021 Closure Dates. Amanda Norton made a motion to approve the 2021 Closure Dates as presented; supported by Emily Bodkin. Passed unanimously by roll call.

Anna Curtis advised the book Erin Clarke recommends purchasing in Tammy Walker's honor from the Board is *100 Ways to Be As Happy As Your Dog* by Celia Haddon. Nancy Pople made a motion to approve using Library funds to purchase the above title in honor of Tammy Walker's retirement from ERADL; supported by Amanda Norton. Passed unanimously by roll call.

There was no Board Comment.

There was no Public Comment.

The meeting was adjourned at 7:00 pm.

Respectfully submitted,
Anna Curtis, Library Director