

The regular meeting of the Library Board was held at the Eaton Rapids Area District Library, 220 S. Main Street on **Thursday, February 13, 2020**.

The meeting was called to order by Jan Denton at 6:30 pm.

**Members Present:** Jan Denton, Amanda Norton, Matt Swan, Emily Bodkin and Kathy Ostrowski

Members Absent: Nancy Pople, Chuck Nicholson

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

**Approval of the January 9, 2020 minutes** with amendment to Old Business. The probation period for new employees is 6 months. Matt Swan made a motion to approve minutes with amendment, supported by Emily Bodkin. Passed unanimously.

**Financial Report** - Approval of Bills to be paid. Kathy Ostrowski made the motion to pay bills, supported by Amanda Norton. Passed unanimously.

**Library Director Report** was given by Anna Curtis. Tammy decorated the library for the Winter Reading program and prepared for her programs. Erin conducted preschool storytimes and continued to mentor at Lockwood. Teresa conducted four staff one-on-one meetings and repaired damaged materials. Amanda removed expired patron accounts in the system and added spine labels to Young Adult books. Jeremy ran two technology events. Anna completed the proposed Strategic Plan, worked on the WLC Youth Workshop and prepared the 2020 Goals.

**Committee Groups** - Mike Foley gave the Friends Group report. There is a \$879.00 balance in the fund. The group is working on recruiting younger members.

**Old Business** - none

**New Business -**

a. 2nd Quarter Budget Amendments - Kathy Ostrowski made a motion to approve the amendments, supported by Matt Swan. Passed unanimously.

b. Bylaw Update - will be on next month's agenda and the board will vote on updates

c. 2020-2023 Strategic Plan - Amanda Norton made a motion to approve the Strategic Plan, supported by Emily Bodkin. Passed unanimously.

d. 2020 Library Goals- Emily Bodkin made a motion to approve the 2020 Library Goals, supported by Matt Swan. Passed unanimously.

**Board Comment** - There was no board comment.

**Public Comment** - There was no public comment.

The meeting was adjourned at 6:54 pm.

Respectfully Submitted,

Kathleen Ostrowski, Secretary