

The regular meeting of the Library Board was held as a Zoom meeting on **Thursday, February 11, 2021.**

The meeting was called to order by Jan Denton at 6:34 pm.

Members Present on Zoom: Jan Denton from City of Eaton Rapids, Emily Bodkin from Hamlin Township, Matt Swan from Eaton Rapids Township, Kathy Ostrowski from City of Eaton Rapids and Nancy Pople from Hamlin Township

Members Absent: Chuck Nicholson and Amanda Norton

Agenda was approved as printed. Matt Swan made a motion to approve the agenda, supported by Nancy Pople. Passed unanimously.

Approval of the January 14, 2020 minutes - Nancy Pople made a motion to approve minutes with board member residence added, supported by Matt Swan. Passed unanimously.

Financial Report - Approval of Bills to be paid. Emily Bodkin made the motion to pay bills, supported by Matt Swan. Passed unanimously.

Library Director Report was given by Anna Curtis. Jeremy edited and uploaded videos to the Library's YouTube channel and added digitized microfilm to the website. Amanda sent letters to patrons with late items, worked on MeL and deleted expired patrons from the system. Teresa cataloged new items and added eBooks to our OverDrive collection. Erin recorded and sent her preschool story time video to preschool classrooms, worked on a mini newsletter from the local food pantries and wrote a grant for STEM Activity Kits. Anna prepared for Staff Day, put together the 2020 Annual Report and became an active member in Eaton Rapids Main Street.

Curbside and technology appointments continued throughout the month. The library is hoping for a February reopen date. There will be a Staff Day on February 19 with a focus on how to move the library forward post COVID-19. The Winter Reading Program had 71 participants signed up. Exterior Wi-Fi will be added to the library this month. The library is using Tutor.com, where students can get live help with their homework. The library is taking donations for the seed library they will be starting in March. The new awning will be going up at the end of the month.

Committee Groups -Mike Foley reported for the Friends Group. At this time the group has not met. Mike is doing the basics for the group and will be setting up a meeting for planning. The group has \$1,396 in the bank and will be paying \$45 in dues to the Michigan Friends of the Library.

New Business

a. 2nd Quarter Budget Amendments - The library was not anticipating having to buy a

new copy machine this year. Matt Swan made the motion to add \$2000 to Copy Machine Supplies from Promotional (\$1,000) and Education and Training (\$1,000) & add \$500 to Other Expenses from Office Supplies, supported by Emily Bodkin. Passed unanimously.

Board Comment -Board members are happy that the library is open. Nancy inquired about an Abraham Lincoln Mourning Badge that the library owns. Years ago the badge was going to be donated to the Henry Ford Museum.

Public Comment - none

The meeting was adjourned at 6:55 pm.

Respectfully Submitted,

Kathleen Ostrowski, Secretary