

The regular meeting of the Library Board was held in person at 220 S. Main Street, Eaton Rapids, MI 48827 on Thursday, April 8, 2021. The meeting was called to order by Board Vice President, Nancy Pople, at 6:31 pm.

Members Present: Emily Bodkin, Matt Swan, Amanda Norton, Nancy Pople and Charles Nicholson

Members Absent: Jan Denton and Kathy Ostrowski

Others Present: Anna Curtis

The agenda was approved as printed.

Emily Bodkin made a motion to approve the March 11, 2021 regular minutes as presented; supported by Matt Swan. Passed unanimously.

Financial Report:

Amanda Norton made a motion to pay the bills; supported by Charles Nicholson. Passed unanimously.

Library Director's Report:

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

- Jeremy Leik worked on website updates
- Amanda Furgason cleaned and repaired discs, and helped split seed packets for the Seed Library
- Teresa received her Advanced Cataloging Certification from the Midwest Collaborative for Library Services, and helped split seed packets for the Seed Library
- Erin created an online Volunteer Form, continued to weed the Adult Non-Fiction collection, and recorded two unboxing of new materials videos for Facebook
- Anna Curtis reviewed the amended Library Privacy Act (no action is required by the Board)
- Anna set-up the TALK program (Text and Learn for Kindergarten sends fun activities parents can do with their babies and preschoolers to make any time learning time) for free to the 48827 community
- Book deliveries were made to Meadowview and Island City Assisted Living
- Anna was accepted into the Financial Management Certification cohort; class begins April 12, 2021
- Several activities were held to celebrate March is Reading Month
- Summer Reading planning began
- Anna worked on her Spring activities throughout the month
- The new awning was installed on 3/1, and the reimbursing funds from the DDA facade grant were received
- Direct mail postcards went out and the Library saw a huge return on investment with these, including a record breaking number of online Library Card sign-ups in one week
- The Seed Library opened to the public on March 18, 2021 and has had 12 patrons utilize this collection so far

- Anna created an online membership form for the Friends Group
- Anna completed the Library of Michigan's Grant Site Visit on 3/11

Committee Reports:

The Friends Group met virtually March 3, 2021, but lacked quorum. Mike Foley has started a membership drive in hopes of keeping the Group going; as of right now the Group still needs three additional members to serve on their Board.

There was no Old Business.

New Business:

Anna Curtis went through the proposed 2021-2022 Budget. No action was taken on this item and it will be placed on the May 13, 2021 agenda for approval along with the required Public Hearing.

Board Comment:

Nancy Pople discussed the idea of having a Director's Day at the Library where Board members could shadow staff members throughout their day to get a better understanding of what happens during a "regular" day at the Library.

Anna Curtis showed off the Lincoln Mourning Badge and the Board discussed steps in donating it to the Henry Ford Museum. Nancy Pople and Jan Denton will contact the Museum to see if they are still interested in the donation.

There was no Public Comment.

The meeting was adjourned at 7:22 pm.

Respectfully submitted,  
Anna Curtis, Library Director