

The regular meeting of the Library Board was held in person at 220 S. Main Street, Eaton Rapids, MI 48827 on Thursday, August 12, 2021. The meeting was called to order by Board President, Jan Denton, at 6:31 pm.

Members Present: Jan Denton, Matt Swan, Amanda Norton and Nancy Pople

Members Absent: Emily Bodkin and Charles Nicholson

Others Present: Anna Curtis and Mike Foley

The agenda was approved with the addition of item 8b. COVID-19.

Nancy Pople made a motion to approve the July 8, 2021 regular minutes as presented; supported by Matt Swan. Passed unanimously.

Financial Report:

Matt Swan made a motion to pay the bills; supported by Amanda Norton. Passed unanimously.

Library Director's Report:

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

- Everyone began working on their fall programs
- Jeremy held two one-on-one sessions
- Erin updated the digital billboard in the front windows
- Emma clipped local Lansing State Journal articles for the Library's archives
- Anna created a community interest survey which will go out to the community in September
- Books were delivered to Island City Assisted Living on 7/21
- The Little Free Library was installed in the Hamlin Township Park and talks have been held with Eaton Rapids Township to install one for their residents as well
- Anna contacted the schools regarding new K-12 outreach practices for this year
- Anna successfully completed coursework for the Financial Management Certification class: Accounting Basics
- Summer Reading is wrapping up (completion survey was put together, take and make activities are still popular, all but one outdoor program has gone on as planned)
- Anna changed out the StoryWalk book on 7/7
- Anna replaced the battery for the panic button
- Erin has had phenomenal success with TikTok
- Erin and Anna planned for the upcoming Prize Patrol visits
- Jeremy and Teresa worked on onboarding with Atrium
- Ancestry.com remote access has been extended through the end of the year
- Jeremy has most of the public access computers up and running
- The Library was closed July 5, 2021 for the Fourth of July Holiday
- Anna completed two staff evaluations

Committee Reports:

The Friends Group met July 13, 2021 and elected a new Board. They've also discussed fundraising events, voted to meet every other month instead of once a month, and distributed the Women Working Wonders money to the Library for the new AC Unit.

Old Business:

After discussing the email sent by the Barry-Eaton District Health Department, Nancy Pople made a motion to require masks of everyone in the building over the age of 2 and medically able to tolerate one, regardless of vaccination status beginning Monday, August 16, 2021; supported by Matt Swan. Passed unanimously.

New Business:

Jan Denton announced that Kathy Ostrowski resigned from the Board effectively immediately, and that there are two other positions (a 4-year Eaton Rapids Township position, and the 2-year rotating position) that will be open at the end of the year. Anna Curtis advised she had contacted a couple City residents regarding Kathy's open position and was waiting to hear back from them. Nancy Pople then made a motion to nominate Matt Swan to be reappointed by Eaton Rapids Township for the 4-year position and Kathy Priesman for the 2-year rotating position (Hamlin Township); supported by Amanda Norton. Passed unanimously.

Amanda Norton made a motion to renew the Woodlands Library Cooperative's 2021-2022 Membership; supported by Nancy Pople. Passed unanimously.

Jan Denton announced that it was time for the Director's annual evaluation. She passed out paper copies of the form and asked that Board members have completed evaluations returned to her either directly, or through the Library, no later than September 1, 2021.

There was no Board Comment.

There was no Public Comment.

The meeting was adjourned at 7:04 pm.

Respectfully submitted,  
Anna Curtis, Library Director