

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

The meeting was called to order by Jan Denton at 6:33 pm.

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

Members Absent: Chuck Nicholson

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

Approval of the February 11, 2021 minutes - Nancy Pople made a motion to approve minutes, supported by Matt Swan. Passed unanimously.

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

Library Director Report was given by Anna Curtis. Jeremy edited and uploaded videos to the Library's YouTube channel. He also held a virtual one on one session and added digitized microfilm to the website. Amanda worked on MeL tasks and prepared for upcoming programs. She also deleted items from the catalog. Teresa prepared for upcoming programs and applied for her Advanced Cataloging Certification from the Midwest Collaborative for Library Services. Erin participated in the local virtual book club she represents the Library at and recorded preschool storytimes.

The library reopened to in person visits on February 4, 2021. Staff day was held virtually February 19, 2021. The seed library will debut in March. A volunteer form was created to solicit participants for the upcoming Oral History of Eaton Rapids collection. Jeremy and Teresa are researching a new catalog system for the library. The extended Wi-Fi is also up and running.

Committee Groups -Mike Foley reported for the Friends Group. At this time the group met on Zoom. They did not have high attendance at that meeting and are in need of board members.

New Business -

- a. **Financial Management Cohort for Director-** Anna will receive certification for Financial Management. There will be six classes and a one year commitment. The State of Michigan will pay for the Certification. Nancy Pople made the motion for Anna to receive Financial Management Certification, supported by Emily Bodkin. Passed unanimously.
- b. **Chart of Accounts** - Auditors agree to changing account #'s, which is state mandated.

Emily Bodkin made the motion for changes to the Chart of Accounts, supported by Matt Swan. Passed unanimously.

Board Comment - none

Public Comment - none

The meeting was adjourned at 6:54 pm.

Respectfully Submitted,

Kathleen Ostrowski, Secretary