

The regular meeting of the Library Board was held in person at 220 S. Main St. Eaton Rapids, MI 48827 on Thursday, January 13, 2022. The meeting was called to order by Board President, Jan Denton, at 6:30 pm.

Members Present: Jan Denton, Nancy Pople, Lauren Shroyer, Matt Swan and Kathy Preisman

Members Absent: Amanda Norton, Emily Bodkin, Charles Nicholson

Others Present: Anna Curtis, Mike Foley, and Pat Laughton

The agenda was approved as printed by Matt Swan supported by Nancy Pople

Nancy Pople made a motion to approve the December 9, 2021 regular minutes as presented; supported by Matt Swan. Passed unanimously.

Financial Report: Matt Swan motions the approval to pay the bills; supported by Nancy Pople. Passed unanimously.

Library Directors Report: Anna Curtis highlighted sections of her written board report and answered questions. Along with their usual monthly responsibilities:

- Teresa completed the MeL Maven Badge and walked in the Hometown Family Christmas Parade
- Jeremy completed the MeL Maven Badge, walked in the Hometown Family Christmas Parade, continued to work on the Library's Disaster Recovery Plan, and held several computer one-on-ones
- Erin completed several webinars, attended the PR monthly meeting, and began a Roblox Club
- Emma completed the MeL Maven Badge and continued to label Adult Fiction books
- Anna and Erin have been approved to be notaries
- Anna submitted the Library's State's Report on 12/28/2021
- Anna passed in the information to staff regarding the Library of Michigan's virtual Beginning Workshop and Director's Workshop
- Anna put together the Library's 2022 Goals
- Anna put together seed packets for the 2022 Seed Library
- The library now has an Outdoor Programming Kit including a portable speaker and microphone set-up

Committee Report:

- Mike Foley reported that the Friends Group has renewed memberships and currently has a full board including a new president, Pat Laughton
- With the help of the library staff, the Friends Group has a new Facebook Page
- \$2,050 in bank account
- The group is currently organizing committees for the Quilt Fundraiser and the Yard Art Fundraiser
- Nancy Pople read a note of appreciation by Sue Sholtz from the Kiwanis Club which included a money donation to the Friends Group

Old Business:

New Business:

- a. Lauren Shroyer motions that board members stay as they are. Supported by Kathy Preisman. Passed unanimously.
- b. Throughout the year the library staff offered resources and programs virtually and in person for the entire community to be a part of i.e., technology classes, take and make kits, statewide reading programs, provided library cards to all enrolled students, upgraded the library catalog etc.
- c. Majority of the 2021 library goals were met, those not met, partially met or ongoing will roll into 2022 library goals
- d. Highlighted 2022 library goals include:
 - 1) All staff in-service day
 - 2) Update the 3-year strategic plan
 - 3) Host sensory-friendly, homeschooled student and community events
 - 4) Become an active member of Eaton Rapids Main Street Group
 - 5) Work with Teen Center and Senior Center to create initiatives for each age group
 - 6) Enhance existing Library branding initiatives
 - 7) Explore funding options for Building Renovation Project
 - 8) Expand alternative media forms offered for check-out
- e. Lauren Shroyer motioned to approve the updated attorney contract. Nancy Pople supports. Passed unanimously.
- f. Nancy Pople motions to eliminate Section B from the director evaluation form which is to be added as an amendment at the bottom of the form for the library board president to complete. Matt Swan seconds the motion. Passed unanimously.

Board Comment:

Kathy Preisman inquired about the liabilities the library could face since now providing the notary service. Anna answered that she and other staff members have gone through training courses and have been approved as notaries.

Public Comment:

None

Adjournment:

The meeting was adjourned at 7:08 pm

Kindly, Lauren Shroyer, Library Board Secretary