

**October 13th, 2022 Meeting Minutes
Eaton Rapids Area District Library
220 S Main St. Eaton Rapids MI 48827**

Meeting called to order by Jan Denton at 6:30pm

Present: Jan Denton (President), Amanda Norton (Treasurer), Emily Bodkin, Matt Swan, Kathy Priesman, Bryonna Barton (Director), Emma Repp (Bookkeeper)

Absent: Lauren Shroyer, Nancy Pople, Pat Lawton (Friends President)

Approval of agenda was motioned by Matt Swan and second by Kathy Priesman all support

Approval of minutes was motioned by Matt Swan and seconded by Kathy Priesman all support

Financial Report: Emma Repp reported that the financial report was good. Lafcu money market has too much money for insurance coverage. Amanda Norton motioned to have \$45,000 moved to the Independent Money Market and was seconded by Matt Swan. All support

Motion to approve bills made by Emily Bodkin and seconded by Kathy Priesman. All support

Library Directors Report: Bryonna Barton informed that the temporary hours from short staffing due to COVID affected the circulation and door count numbers in September and are lower than normal, but nothing to be concerned about. The director reported programs are continuing to go well as the library transitions into fall programming. Bryonna stated that the library has added monthly passive reading programs for all ages to enjoy through the library's Beanstack app. Bryonna reported that staff is doing amazing work and are transitioning into a new temporary normal with Erin going on maternity leave.

Bryonna Barton reported the janitor lost his keys to the library and had the library locks changed. The library received a \$2,000 innovative grant and was able to make some library improvements for staff including additional outdoor seating, new cash register system to continue to support credit card payments, and an online newsletter system. The library is preparing for Hometown Family Christmas with a library Holiday shirt fundraiser to raise money for the building renovation. With the support of the Friends of Eaton Rapids Library helping with online shirt sales.

Committee Reports: Friends reported November 12th from 10:30am-2:30pm will be there annual book sale at the library.

Old Business:

Building Renovation: Building renovation is projected to go from \$4.2 million to \$4.6 by 2023/2024. The library is working on some fundraising ideas. All board members are in agreement to try and avoid a bond if possible.

New Business:

Storywalk: Storywalk © was vandalized. Board agreed we hold off on repairs and try to find a better solution to save money. Spooky Storywalk was still going to happen.

PTO: PTO questions for new full time hourly staff are tabled for further discussion at the next meeting.

Maternity leave: Maternity leave holiday pay questions were tabled for further discussion at the next meeting.

Strategic Planning: Strategic Planning is moved to be implemented in February 2024, instead of February 2023 due to the library services and plans being affected by COVID and staff turnover in 2022.

Annual Audit: Bryonna Barton reported that the annual regular audit is in progress, all documents have been sent over to the auditor. Annual audit report is slated for the January meeting as of now.

No board comments

No public comments

Adjourn at 8:01pm

Next meeting is November 10th at the library at 6:30pm