

Eaton Rapids Area District Library  
220 S. Main St.  
Eaton Rapids, MI 48827

Board Meeting  
6:30 p.m. Thursday July 14, 2022

The regular in-person meeting of the Board of Directors of the Eaton Rapids Area District Library was called to order at 6:31 p.m. by President Jan Denton.

Those in attendance: Jan Denton, Nancy Pople, Emily Bodkin, Matt Swan and Kathy Preisman.

Absent: Amanda Norton and Lauren Shroyer

Others present: Bryonna Barton, Emma Repp and Pat Lawton

Matt Swan motioned to approve the June 9<sup>th</sup> regular Board meeting minutes as presented and was supported by Emily Bodkin. Motion unanimously carried.

Kathy Preisman motioned to approve the June 1, 2022 Special Board Meeting minutes as presented and was supported by Nancy Pople. Motion unanimously carried.

Matt Swan motioned to approve the July 14<sup>th</sup> agenda as written and was supported by Kathy Preisman. Motion unanimously carried.

Financial Report: Matt Swan made a motion to pay the bills presented, supported by Emily Bodkin. Motion unanimously carried.

Library Director's Report: Bryonna Barton reported that many new Library Cards are being issued. Programming has been going very well with high attendance, especially the alligator encounter and slime programs. Summer reading numbers are good and continue to climb. The Photo Contest that is co-sponsored with other Eaton County Libraries has 31 submissions with more entrances expected. The library bought a space on the board of the Eaton Rapids Chamber fundraiser the "EatonRapidsopoly" game.

Friend's Group: Pat Lawton reported that the meet and greet held at her home was a great success. Bryonna attended and got to meet many members. The book sales have been successful and are held every Wednesday evening during the car shows. The Friends purchased a new chair for the circulation desk and some DVD's for the library and are searching for new fundraising ideas and they have recently gained 6 new members.

New Business: Bryonna reported that she has not yet been put on the bank accounts. She and Amanda haven't been able to get together to take care of transferring the accounts from Teresa Baldwin to Bryonna Barton. She also suggested that Emma Repp as bookkeeper should also be added to the accounts.

After discussion Emily Bodkin made a motion: Emma Repp, in her capacity of bookkeeper of the Eaton Rapids Area District Library shall be added to the bank accounts along with Bryonna Barton and Amanda Norton. Supported by Kathy Preisman. Motion unanimously carried.

Additionally, because of our practice of not paying invoices until they have been approved by the Board, we are accumulating late fees.

Nancy Pople made the motion: In order to avoid accumulating late fees, the bookkeeper should pay the bills in a timely fashion and have the invoices approved by a representative from the Board of Directors before each monthly Board Meeting. Supported by Kathy Preisman. Motion unanimously carried.

Personnel Policy: A proposed change to Section VI of the Personnel Policy was presented to the Board by Library Director Bryonna Barton to update and clarify the Work Hours and Wages and Pay Administration sections. After discussion Kathy Preisman made the motion: The Board approves the July 14<sup>th</sup>, 2022 changes to Section VI of the Personnel Policy under the Work Hours and Wages and Pay Administration sections, supported by Matt Swan. Motion unanimously carried. The updated policy will be provided to the Board at the next meeting for their manuals.

It was brought to the attention of the Board that Jeremy had not received a raise in January with others on staff. It was proposed that in lieu of a raise his hours be increased from 28 hrs. to 30 hrs. per week. After discussion Emily Bodkin made a motion to increase Jeremy's hours from 28 to 30 hours per week, supported by Matt Swan. Motion unanimously carried.

Board Comments: None

Public Comments: None

Meeting adjourned by President Jan Denton at 7:02 p.m.

Respectfully submitted,

Nancy Pople  
Acting Secretary