

**November 10th, 2022 Regular Meeting Minutes  
Eaton Rapids Area District Library  
220 S Main St. Eaton Rapids MI 48827**

**Meeting was called to order at 6:30pm by Jan Denton, Board President**

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

**Absent:** Lauren Shroyer, Pat Lawton (Friends President)

**Approval of Agenda** was motioned by Nancy Pople and seconded Kathy Priesman. All approved.

**Approval of October 13th Regular Meeting Minutes** was motioned by Kathy Priesman and seconded by Amanda Norton. All approved.

**Financial Report:** Emma Repp reported all is good. Additionally, she reported that Bryonna Barton, moved the \$45,000 from the Lafcu Money Market and deposited it into the Independent Money Market as discussed, and approved, in the previous meeting. We were able to switch from the Anna Curtis Credit Card to the Bryonna Barton Credit Card, Anna Curtis' card will not be canceled until we get a few zero balance statements to ensure everything is switched over to the correct card.

Amanda Norton made a motion to keep a minimum of \$30,000 in the Independent Bank account at all times. Kathy Priesman seconded the motion. No discussion. All approved.

Nancy Pople motioned to approve the financial report. Emily Bodkin seconded. All approved.

**Directors Report:** Bryonna Barton reported that the circulation numbers are up from last year. Emma is discontinuing Spanish storytime and incorporating it into regular storytime hour. The community calendar is up and running. It is available on our website and will be available on the City website and Chamber soon. We are continuing to add local businesses and organizations.

Bryonna stated that due to an increase in overdue hotspot and things collection items we have changed the overdue process. There is no longer holds on hotspot items or things with hotspots until they are returned. Only staff can place holds. We are including a final courtesy call and any accounts with items out totalling over \$100 or are in the

things collection are being sent to the Eaton County Prosecuting Attorney office per michigan laws.

Hometown Family Christmas will have shirts and hats available for sale to fundraise for the library renovation and the friends group has generously offered to help with costs.

**Committee Reports:** Friends group president Pat Lawton was absent due to unforeseen circumstances.

**Old Business:**

**Building Renovation Update:** Bryonna Barton reported that the Annual Reports and Commitment Cards will be available by December. Commitment Cards are designed to encourage community members to commit to a yearly amount of donations in hopes to get enough to donate to raise funds in the next year or two. The goal of the cards is to also avoid a need to run a special bond designated for the building renovation.

**Maternity and PTO Time:** Motion made by Kathy Priesman that maternity leave will not include holiday pay or accrue personal time off. Amanda Norton seconded. No discussion. All approved.

**New Business:**

**Board positions:** Lauren Shroyer is not continuing with the board and will be leaving December 31st of 2022. Emily Bodkin has agreed to continue on the board for another two years.

**Collection Development Policy** is up for the regular 5 year review. Board is reviewing the policy and revisions recommended by Bryonna Barton to ensure our policy is current and accurate.

**Board Comments:** none

**Public Comment:** none

**Adjourned at 8:10pm**