

**January 12th, 2023 Regular Meeting Minutes
Eaton Rapids Area District Library
220 S Main St. Eaton Rapids MI 48827**

Called to order at 6:30pm by Jan Denton

Present: Emily Bodkin, Matt Swan-Badgero, Kathy Priesman, Jan Denton, Amanda Norton, Krysta McGee, Emma Repp, Bryonna Barton

Absent: Nancy Pople and Pat Lawton

Presentation by Andrew Wilcoxon with Gabridge & Co. Andrew stated we got the highest mark of good review for our audit. We have a healthy fund balance, under budget in all expenditures, and our capital increased by \$44,000.

Financial Report Emma Repp stated we are starting to see Winter tax millage coming in, CDARS is bringing in good interest and investments, all bills are good and Amanda Norton reviewed and approved all bills. Matt Swan-Badgero motioned to approve the financial report and Amanda Norton seconded. No discussion. All approved

Directors Report

Circulation Report - Bryonna Barton reported December circulation was down due to less hours open for the holidays and a maintenance day. WiFi usage was up, door count was up from last December.

Program Report - Bryonna Barton there was 138 that stopped by the library for Hometown Family Christmas and tech programs are starting to gain interest.

Staff Reports -

Emma completed the reclassification of all Teen and Young Adult books along with non-fictions, has begun to purchase books for the new YA section, and assisted with reader's advisory to patrons.

Teresa finished her computer class, met with Erin and Bryonna prior to Erin's return from maternity leave, and had 6 December adult program attendance.

Bryonna sent board meeting 2023 schedule notice to the flashes, scheduled and presented annual reports to the City of Eaton Rapids, Hamlin Twp and will visit Eaton Rapids Twp in February, and joined the Michigan Library Association Intellectual Freedom Taskforce.

Jeremy configured and partially installed new security cameras and has added and updated the board meeting minutes to the website.

General - Bryonna Barton reported the bed bug company came and two spots were detected, all books have been cleaned or properly disposed of. Bryonna requested permission to miss next month's meeting to attend the Eaton Rapids Township to give the annual report presentation [board approved and okayed]

Committee Reports

Friends Group - Pat Lawton absent due to unforeseen circumstances

Old Business

Building Renovation Update - Bryonna Barton reported that we received \$2,347.92 in donations, all donors were mailed a receipt for tax purposes.

Emily motioned to make a building renovation committee composed of up to 3 board members, up to 2 friends group members and up to 2 community members, along with the Library Director. Amanda seconded the motion. No discussion. All approved

Collection Development - Waiting on Anne Seuryck to review the policy

New Business

Library quarterly in-service dates February 17, May 26, Sept. 1 and Dec. 29. Matt Swan-Badgero motioned to approve. Amanda Norton seconded. No discussion. All approved.

Budget 2023-2024 Process has begun. Emma Repp and Bryonna Barton are working on the request to be given in February's meeting.

Adjournment 7:44 pm