

Eaton Rapids Area District Library

220 South Main Street, Eaton Rapids, Michigan 48827

November 9th, 2023 Regular Board Meeting Minutes

Call To Order: November meeting called to order at 6:32pm by Jan Denton.

Attendance:

Present: Jan Denton, Emily Bodkin, Kathy Priesman, Bryonna Barton, Matthew Swan-Badgero, Amanda Norton, Krysta McGee, Diane Hayter.

Absent: Nancy Pople

Approval of Agenda:

Emily moved to approve. Matthew seconded. All approved with no further discussion.

Approval of October 12th, 2023 Meeting Minutes:

Matthew approved. Kathy seconded. All approved with no further discussion.

Financial Report:

Nothing major to report. Rolled 2 CDARS into 1 to make financial reports easier. \$5,000 building renovation donation added to financials this month.

Kathy motioned to approve the financial reports. Krysta seconded. No further discussion and all approved.

Directors Report:

Door numbers continue to go up. About 2000 people in the library over the past month. Program attendance continues to be very good. Emmy created flyers for upcoming events on Canva and processed MeL requests. Phil has been assisting Jeremy with Tech and has been consistently doing MELs. Theresa attended 2 webinars and started working with a new scheduling app. Jeremy has published 3 videos and did maintenance work on the servers. Erin completed preschool story times and scheduled Lockwood Book clubs. Bryonna attended MLA conference and worked on building renovations.

Committee Reports:

Friends Group:

12/7/23 is the next Friends Group meeting at 10:00am at Black Dog Coffee. The Big Blowout Book Sale is this weekend and the Holiday Book Sale is scheduled for December 1st. Thanks to

the Friends Group, bookmarks made and are located in the library for purchase. At the next meeting of the Friend Group they will approve amended by-laws. 608.00 check given to library by Kathy for purchase of wish list items.

Building Renovation Committee:

Interviews conducted for construction managers by committee. After interviews conducted, the committee brought before the board their choice for construction manager, Wieland Construction. Committee members stated they were impressed with Wielands presentation and preparedness. Emily motioned to approve hiring of Wieland Construction for Building Renovation Project and Matthew seconded with all approving with no further discussion.

Old Business:

Building Renovation Update: Renovation Packets sent out to the legislators of Michigan to promote our building renovation project. Will not find out if the library got the Community Center Grant until December. Working on informational campaign using a You Tube series to promote building project and reason behind the bond and funding. A separate saving account for capital funds only needed. Amanda made a motion to open a new account for capital funds and Kathy seconded.

Phase 3 Policies-New Program policy and bylaws updated. Matthew motion to approve bylaws and Emily seconded. Motion made by Krysta and Amanda seconded to approve the Programming Policies.

New Business:

Strategic Planning: Started process for strategic planning before Covid and when the new building project began. Board will review that plan and make recommendations at next meeting.

Holiday Hours 2024: List for Holiday hours handed out. Nothing out of the ordinary. Inservice day February 5th not the 9th. Discussion of the December holiday and days library will be open. December 6th will be an in-service day and ½ day on December 23rd, Closed December 24 and 25. Open December 26, 27, 28. Closed December 31 and January 1st. Matthew motion to approve Holiday schedule and Emily seconded. All approved with no further discussion.

Board Comment: Board wanted to thank the Building Committee for all the work they have done to assist with building project.

Public Comment: None

Adjournment: Meeting adjourned by Jan Denton at 7:39pm.

Next Meeting: December 14th, 2023 Regular Meeting at 6:30pm.

