

Eaton Rapids Area District Library
220 South Main Street, Eaton Rapids, Michigan 48827
August 14th, 2025 Regular Board Meeting Minutes

Call to Order: August Meeting called to order at 6:34 by Jan Denton

Attendance:

Present: Bryonna Barton, Jan Denton, Emily Bodkin, Dee Halsey, Kathy Priesman

Absent: Diana Hayter (Friends Group), Robin Buysee, Matthew Swan-Badgero

Approval of Agenda:

Kathy motioned to approve the agenda.

Emily seconded the motion. All approved with no further discussion.

Approval of July 8, 2025 Meeting Minutes:

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

Financial Report:

Bryonna states that there is nothing significant to report for June and July. There has been a slow down in purchasing. Penal fines coming up. There was some discussion regarding when to present the financial reports to the Board. It was agreed to ok report reviews once generated and official (vs. running to date report as well). Clarification on a few line items discussed, see report for details. Kathy moved to approve the report and was seconded by Emily. All approved with no further discussion.

Directors Report:

Circulation- Bryonna reports that all counts are way up with the summer reading program. The door count is way up. Staff have been very busy as the programs were well attended. See statistics sheet for circulation.

Program- The "Touch a Truck" program was a huge success. Hamlin Township was a great venue.

General- New thermostats working great. The water pump in the furnace was replaced due to a small leak.

The Locker Library is LIVE! Grand opening being planned. Mock ups for wrap look great.

Getting 4 new cameras for safety, 2 inside and 2 outside.

Had to add a "Kiosk" license to our ILS system.

(Director report continued)

To further discuss the possibility of a self-check out station for use in the future. It would be used during the renovations so may want to implement prior to that so patrons are familiar with using it.

Staff- Stayed very busy with the summer program. See individual reports.

Committee Reports:

Friends Group- Diana Hayter was absent. No updates to report per Kathy.

Facilities Committee- September will be a big month. Working towards renovations. Reviewed revised proposal from architect.

Financial Committee- Per regulations, reviewing auditor proposals.

Old Business:

There is still a new board position open.

Need to replace leaving board member Amanda Norton.

New Business:

Kathy motioned to approve the renewal of the audit services of Gabridge and Co.

The motion was seconded by Emily. All in favor with no further discussion.

There was a motion made by Dee to approve the revised proposal for design services for the renovation of the Library by Daniels and Zermack Architects. The motion was seconded by Kathy. All approved with no further discussion.

There was an edit to the facilities policy regarding smoking. The edit added that smoking must be 100 feet from the entrance to the building. There have been recent issues with the people wanting to smoke in the front of the building.

Board Comments: There was a motion made by Kathy to approve the designation of a CDARS acct. in the amount of \$250,000 to be used for the Library renovations. The motion was seconded by Emily. All in favor with no further discussion.

Public Comments: None

Adjournment: Meeting adjourned by Jan Denton at 7:40pm

Next Meeting: September 11th, 2025