

**Minutes of the Fennville District Library
Board of Trustees**

August 17, 2023 at 4:00 pm
Regular Meeting

Present: Robin Buchler, Donna Matula, Bob Sherwood, Willow Vandenberg, Marilyn Jessup

Absent: Midge Bernard, Dennis Martin, Kathy Yankee

Staff present: Teresa Kline

Observers present: none

Meeting called to order: 4:00 pm, by Robert Sherwood, Vice-President

Approval of Agenda: *It was moved by Matula, seconded by Buchler, to approve the agenda. Carried 5-0.*

Approval of the Minutes: *It was moved by Vandenberg seconded by Buchler, to approve the minutes of July 20. Carried 5-0.*

Correspondence: Invitation from the City of Fennville to the Library Board to attend the dedication of a sculpture in Hutchinson Park at 5:30. The outdoor sculpture honors the women who went into the workforce during World War II.

Financial and Budget Performance Report:

- The budget is really close
- 100% of millage money has been received; the State Aid is all paid; more USF money is coming
- After reviewing the “Profit & Loss Budget vs Actual” Sheet and the Balance Sheet for July 2023, they were received and filed.

Director's Report:

- Meetings attended: Lakeland Library Cooperative Board Meeting, Lakeland Library Cooperative Advisory Council Meeting, Allegan County Library Association meeting
- ACLA – Speaker Carol Visser (Renewed Hope, a free health care clinic in Allegan) shared how libraries can help patrons apply for assistance; Allegan County courts asked libraries to help patrons with court zoom meetings and paperwork (which we are doing already); next meeting of ACLA will be at the Gun Lake Tribal Library
- Helping two library directors – mentoring one, helping another apply for grant
- There are two openings for pages
- One more day of serving lunches; 770 free lunches were handed out over the summer
- Our summer reading program is almost up to pre-COVID numbers
- Youth Activities handout, Monthly Circulation Statistics, Door Count

(Vice) President's Remarks: Really appreciates Teresa's organization for meetings.

Board Members' Remarks: None

Public Comments: None

Committee Reports: None

Unfinished Business:

Board Bylaws review - We will hold off until everyone is present

Problem Patron - Unattended Children – Teresa was able to talk with the mother, who was unaware of the problem. Teresa feels the problem is solved now.

Board member interviews for newsletter – The completed interviews were handed in

New Business:

Budget Draft #2– Teresa has submitted the second draft of our budget for next year. The final draft will be submitted at the September meeting

EGLtech – Email Migration – *It was moved by Jessup, seconded by Vandenberg, to approve up to \$1500 for the cost of Email Migration. Carried, 5-0.* (Note: this will be an October expense.

Parking Lot-Community Center Grant – Michigan Department of Labor and Economic Opportunity – The City of Fennville and the Library are collaborating on a joint grant. Teresa is working with Katie (the City Manager) to write and submit the grant, which is for the Library parking lot and a city park.

Library Director Evaluation – Due September 7 to Teresa.

Personnel Committee Meeting Date – The Personnel Committee (Bernard, Martin and Sherwood) will meet on September 14 at 4:00.

Gifts – None

Adjournment: The meeting was adjourned by Vice President Sherwood at 4:55.
Next meeting is September 21, 2023.

Respectfully submitted,

Marilyn Jessup, Secretary