

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

December 21, 2023 at 4:00 pm
Regular Meeting

Present: Midge Bernard, Robin Buchler, Dennis Martin, Donna Matula, Bob Sherwood, Willow Vandenberg, Kathleen Yankee, Marilyn Jessup

Absent: None

Staff present: Teresa Kline

Observers present: None

Meeting called to order: 4:00 pm, by Dennis Martin, President

Approval of Agenda: *It was moved by Yankee, seconded by Buchler, to approve the agenda. Carried 8-0.*

Approval of the Minutes: *It was moved by Sherwood, seconded by Bernard, to approve the minutes of November 16, 2023. Carried 8-0.*

Correspondence: Letter from Henry Onken stating how he enjoyed a Playaway kids audiobook that he checked out from the library. He requested that we get more.

Financial and Budget Performance

Report:

- Going well. Will be able to make it to the millage payments
- After reviewing the "Profit & Loss Budget vs Actual" Sheet and the Balance Sheet for November 2023, they were received and filed.

Director's Report:

- Meetings attended: Lakeland Library Board and Council
- Thank you from Teresa for the open house
- The holiday event went great: 800 people came to see the reindeer, 600 the trains and 400 the Grinch
- The lights are acting up in the lobby
- An Allegan County transportation bus tried to go under the canopy. It was too tall. Damage is being assessed, camera footage reviewed, and a claim sent to the insurance company
- The Hot Spot policy is being updated
- Abi is checking out a Restricted Use library card
- Abi, Teresa and Michel are comparing prices from various vendors for library staples,

looking to save money

- Youth Activities handout, Monthly Circulation Statistics, Door Count

President's Remarks: The Open House Sunday for Teresa was NICE

Board Members' Remarks: from Marilyn: wondering about maintenance schedule
from Bob: remarks about book banning in Florida

Committee Reports: None

Unfinished Business:

Board Holiday Event – The Board members and spouses will meet for dinner at The Butler in Saugatuck for dinner on January 18 after the Board meeting

EGL Tech – Cybersecurity – The staff is working through training

Staffing – Beginning in January, Abi will be Assistant Director and Michel will be dropping her hours from 40 to 30 per week.

New Business:

CD List –

Children First Lakeshore – Weekend Backpack program – This program provides for lunches to be brought to the library on Fridays to be handed out by library staff to those who need them. Will try for month of January

Trane Proposal – *It was moved by Jessup, seconded by Vandenberg, to accept the proposal by Trane to replace our heating system boiler at a cost of \$2,302.55. Carried, 8-0.*

Insurance Quote – *It was moved by Matula, seconded by Buchler, to accept the proposal by Citizen's Insurance (owned by Hanover Group) for Business Owners Advantage coverage from 1-2-24 to 1-2-25 for \$3,085.00. Carried, 8-0.*

Gifts – It was moved by Yankee, seconded by Jessup, to accept the following gifts:

Innocademy

22 Children' Chairs

Joan and John Vanvoorhees

Black Bear and Camel (stuffed)

Harbor Toy Company – Larry Fragoules

Karen Kalichman

in Honor of Barbara Reed

Public Comments – None

Adjournment: The meeting was adjourned by President Martin at 4:50.

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Next meeting is January 18, 2024 at 4:00.

Respectfully submitted,

Marilyn Jessup, Secretary