

**WHITE CLOUD COMMUNITY LIBRARY
BOARD OF DIRECTOR'S MEETING
MINUTES
October 20, 2021**

Present: Judy Maike, Chair, Everett Twp; Pat Ebenstein, Vice Chair, City of White Cloud; Pam Chaffee, Everett Twp; Linda Trapp, White Cloud Public Schools; Sue Redding, Merrill Twp; Christine Tiernan, City of White Cloud.

Absent: Marsha Lanninga, White Cloud Public Schools; Stephen Jones, Merrill Twp.

Also Present: Amy Stockwell, Director; Ian Rees, Gabridge and Company

Call to Order: Meeting was called to order by the Chair at 1:05 p.m.

Agenda: Agenda was reviewed by the Board. There being no additions or corrections other than Stephen Nelson should have been Stephen Jones, motion to approve made by Redding, supported by Chaffee. Ayes all, motion carried.

Minutes: Motion to approve minutes of September meeting with correction of Stephen Jones from Stephen Nelson made by Ebenstein, supported by Redding. Ayes all, motion carried.

Public Comment: No public was present at this time.

Gabridge and Company: Mr. Rees. Discussion around expensing Construction in Progress off the asset sheet. It has been decided to scrap original plans and start over. Motion to expense Construction in Progress in this audited year by Chaffee, supported by Ebenstein. Roll Call: Maike – yes, Ebenstein – Yes, Chaffee – yes; Trapp – Yes; Redding – Yes; Tiernan – Yes. Lanninga and Jones absent. Yes all, motion carried.

Financial Reports:

The September Bills Paid and Deposits and Bookkeeper's Reports were reviewed by the Board with Director Stockwell. There being no questions or concerns, motion to approve reports made by Ebenstein, supported by Redding. Ayes all, motion carried.

Librarian's Report: September stats for 2021 were reviewed. All exceeded those from this same time period last year with the exception of Loans to WC, MEL Received and Website visits. Halloween – The Haunted House will be operating on October 30th from 7:00 pm until 9:00 pm. The library will be closed that day to set up that activity. Motion to close made by Tiernan, supported by Redding. Ayes all, motion carried. The adult program “Color Me Calm” will be resuming November 10, 2021.

New Business: Staffing Issues – The library needs an assistant director and it isn't fair to add those responsibilities onto a staff person without a promotion. Ron Phillips is assumed a lot of those duties when Jessie retired so he should be offered the position. He has been part-time but it was felt with his current experience as well as his IT background would make him a good fit with current staffing. Motion to increase Ron Phillips to 34 hours and week and provide full-time benefits made by Tiernan, supported by Redding.

Giving Tuesday – Letters will go out and ask for donations to help with carpet

Hot Spots – USAC is offering hot spots to libraries. We have ordered 30 of them. We need to get a SAM number to receive reimbursement.

We have been awarded a \$10,000.00 grant from the Michigan Humanities Council.

Old Business: Carpet – we will be closing December 1st to prepare for installation of new flooring. Actual date of installation will be December 8th, however moving of books and shelving will be laborious and time consuming. An area will be designated for phone calls and any business/phone calls that may occur. All are looking forward to this inspiring and bonding experience.

Cleaning Staff – Employees are no longer interested in cleaning the library. Cleaning Gals have been kind enough to return to the library until the new year.

Correspondence – None.

There being no other business – meeting adjourned at 2:35 pm

Respectfully submitted

Christine W. Tiernan, Recording Secretary