

WHITE CLOUD COMMUNITY LIBRARY

BOARD OF DIRECTOR'S MEETING

MINUTES

September 15, 2021

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

Absent: Stephen Nelson, Merrill Twp

Also Present: Amy Stockwell, Director

Call to Order: Meeting was called to order by the Chair at 1:03 p.m.

Agenda: Agenda was reviewed by the Board. Add #4 – Presentation Suggestion, no corrections were noted Motion to approve made by Pat Ebenstein, supported by Sue Redding. Ayes all, motion carried.

Minutes: August 18th meeting – Motion to approve without additions or corrections made by Sue Redding, supported by Pat Ebenstein. Ayes all, motion carried.

Public Comment: No public was present at this time.

Financial Reports: Bills Paid and Deposits as well as Bookkeeping Report both form August were reviewed. Deposit from Sherman Twp settlement was made. Motion to receive both reports was made by Pam Chaffee supported by Linda Trapp. Ayes all, motion carried.

Librarian's Report: Activity stats for September 2021 were compared with this same time period in 2020. Adult Program "Color Me Calm" will restart October 13th. Pandemic has impacted some programming. We will be open October 11th. The Director has applied for a \$10,000.00 Home Grant for personnel. Discussion on audits and computer program "Quick Books" occurred. Would it be helpful to

have auditor present at a future Board meeting for any questions the Board may have.

New Business: Discussion occurred regarding staff participation in activities such as fund raisers outside their normal working hours. Staff has been donating time as well as money for some activities and concern is that staff will become “burned out” with additional outside activities without compensation. Several options were reviewed such one hour of paid leave for every two hour of volunteer work, building in additional dollars in the budget. Director stated the importance of library visibility in the community. Also suggested was more Board participation which would increase their visibility as well.

Flooring – Bids for carpeting for the common areas as well as front desk and Director’s office were reviewed. Current carpeting has resulted in several people tripping which also presents a liability issue. We only received one bid which was from River Valley Carpeting. Board decided to go with this vendor with a “Not to exceed \$23,000.00 “ clause. Motion was made by Sue Redding supported by Linda Trapp. Ayes all, motion carried. Also reviewed by the Board was a bid from RTS Construction Group for exposed proposed aggregate concrete floor polishing system project for \$21,300.00. No action was taken at this time.

Hoopla – Media Access Service - \$1000.00 with a set up fee of \$3500.00 per year. Patrons could download this service. No action was taken at this time.

Correspondence: None

Adjournment: Meeting was adjourned at 2:35 PM

Respectfully submitted,

Christine W Tiernan, Recording Secretary