

# WHITE CLOUD COMMUNITY LIBRARY

## BOARD OF DIRECTOR'S MEETING

August 17, 2023

### MINUTES

#### A. Call to Order

The White Cloud Community Library Board of Director's Meeting held on the above date was called to order at 1:05 PM

##### 1. Roll Call

**Board Members Present:** Judy Maike, President; Pat Ebenstein; Linda Trapp; Pam Chaffee; Chris Tiernan; Kathy Broome

**Board Members Absent:** Sue Redding; Melissa Jonaitis

**Also Present:** Amy Stockwell, Director; Ronald Phillips, Assistant Director

2. **Agenda:** Approval of agenda for the board meeting held on August 17, 2023. Append Agenda to discuss Employee Benefits as new business #1. Add AED info as new Business #2.

Motion: Pat Ebenstein

Seconded: Kathy Broome

Vote: Yes- All

No- None

Abstained- None

Absent-Sue Redding, Melissa Jonaitis

#### B. **Minutes:** Approval of minutes from the board meeting held on July 20, 2023.

Motion: Pat Ebenstein

Seconded: Linda Trapp

Vote: Yes- All

No- None

Abstained-

Absent- Sue Redding, Melissa Jonaitis

#### C. **Financial Reports:** Review of Financial Report. Report is displayed different than usual. All fields seem to be on point. Penal fines have been received. Audiobooks line is over, but that is where switch games were added to and

The extra amount budgeted had not been properly updated. Northern Latitudes donated back all money for their tasting tent at the pig roast. Dip Jar was refunded. Kathy asked about USAC (part of E-Rate, where it is actually refunded through). AT&T officially dropped, NCATS is providing faster internet for free.

Motion: Kathy Broome

Seconded: Linda Trapp

Vote: Yes- All

No- None

Abstained-

Absent-Sue Redding, Melissa Jonaitis

**D. Librarian's Report-** Circulation reported high numbers. Foam party estimated at 300 kids. Door count much higher than last year. Ancestry numbers are higher now that the book is completed. The new book committee will begin meeting in September. All original books were paid for by donations, and the new book will be paid for by the income from previous book. Counters and cabinets have been installed and filled. New cabinets will be Youth programming, west wall of kitchenette is Adult programming, and the east wall of the kitchenette is for Friends of the Library use. Our normal accountant has left H&S Company. Our email and web address will be changing, Nick will get us more information about the future changes. Changing from .net to .org. Sheryl retired last week. Ron met with Patrick, an AED salesman from CINTAS. We will begin working on a capacity grant for the new building. We have talked with CINTAS about new rugs, but our contract with Mauer's does not run out for about 4 years and the buyout price is high, so we will be staying. Discussion on unemployment benefits and payments and what our accountant should be doing.

**E. New Business:**

**1. Employee Benefits-** Some of the full-time benefits are a life insurance policy and spousal life, and short- and long-term disability. All three fulltime employees have maxed out on disability insurance. Short term is \$300/week, long term is \$1000/month. Currently paying \$72/month for all three employees. Discussed what the price increase would be if upped to what the insurance company recommended. No suggested changes to spousal or life insurance. Will have more information for next month. Funded through benefits category on financials. Currently, only for full time but will look into the possibility of applying to all employees.

2. **AED-** Someone had passed away at church while Amy was there and an AED was able to bring him back. Ron met with Patrick from CINTAS. CINTAS would take care of all maintenance and do routine checks. Through CINTAS, the payment would be \$130/month. Sherman Township currently uses this company. Other companies the area are getting AEDs and it may be a good thing to consider. Discussed CINTAS benefits vs buying one ourselves. Discussed three medical emergencies that have happened at the library in the past. Business tabled for next meeting. Judy and Pam said they will be meeting with emergency services and will discuss with her and get an opinion for next month.

**Linda Trapp left at 1:58PM**

**F. Old Business:**

1. **Grants:** Going to start working on the state of Michigan grant for up to 2.5 million for a new building (Due August 31<sup>st</sup>). This will hopefully let us have a matching fund for other grants. Johnson Center and Fremont Area Community Foundation have been in contact with us. Mobile Beacon grant for 25 hotspots and laptops for free for one year. Chris Tiernan suggested talking to Ferris about possible student grant writers.
2. **Building:** No more changes since pig roast updates.
3. **Donations:** -No New Updates
4. **By Laws Amendment Signature:** Singed by Chris Tiernan

**G. Public Comment: None**

**H. Board Comments:** Welcomed Ron as the new recording secretary.

**I. Correspondence: None**

**J. Adjournment:** Meeting adjourned by Judy at 2:15 PM

Motion: Judy Maike

Seconded: Pamela Chaffee

Vote: Yes-All No- None Abstained-

Absent-Sue Redding, Melissa Jonaitis, Linda Trapp

Respectfully submitted,

Ronald Phillips

