

Indian River Area Library  
Board Minutes  
March 23, 2022

Meeting called to order at 3:30.

Present: Jill Sager, Patty Hull, Kathy Cole, David Hill, Jim Anglewicz, Elise Harrington, and Kelsey Rutkowski. Guest: Jennifer Perrault.

Anglewicz motioned to approve the amended agenda with the book shelf addendum to New Business, Hull seconded, and all AYE.

Hull motioned to approve the February minutes with the change from waiting for escrow money from Munro township to Burt Township, Cole seconded, and all AYE.

Public Comment: Jennifer Perrault, Inland Lakes Elementary Principal, explained the bond issues for the May election.

Financial Report: Hill motioned to approve the Financial Report as written with the understanding that the information is not correct, Sager seconded, and all AYE.

Friends of the Library Report: None

Director's Report: Rutkowski reported on Sandy Lintz's 6 month review. Cole motioned to increase Sandy Lintz's hourly wage by \$1.00 per the results of her review, Harrington seconded, and all AYE.

Anglewicz motioned that the library assistants be provided one scheduled average work week paid time off per fiscal year with the balance to be paid on the last fiscal pay week, Cole seconded, and all AYE.

Rutkowski will talk with Mike Ridley, Township Supervisor, about the building facia, sign, basement renovations, common lighting, changing table, defibrillator, and separate utility meters.

Old Business:

- A. Makerspace Annex in the Basement-Rutkowski will talk to Mike Ridley about the current bid and looking at other bids.
- B. Library Plaque- Rutkowski will hang it in the library.
- C. Library Sign-Suggest adding IRAL not Library.
- D. Library Policies-Anglewicz motioned to adopt the Investment Policy, Hull seconded, and all AYE. Anglewicz motioned to approve the Code of Conduct Policy, Cole seconded, and all AYE. Hull motioned to approve the Display and Posting Policy, Cole seconded, and all AYE. Cole motioned to approve the Credit Card Policy, Sager seconded, and all AYE.

- E. Koehler Township Contract-Currently waiting on the revised contract. If not received by June 1, 2022, a letter will be sent out.

New Business:

- A. Inland Lakes School Bond-Already discussed earlier in the meeting.
- B. New Library Services-Rutkowski will make a list of new service options for the April meeting.
- C. Library Pamphlet/Brochure-Rutkowski is formatting the brochure.
- D. ARPA Covid Funds for Library Enhancement-Rutkowski will be speaking with Mike Ridley about the available funds.
- E. Library Insurance-Cole motioned to keep the current policy as is, Sager seconded, and all AYE.
- F. Shelving-Cole motioned to add 2 end caps to the furniture bid and then purchase the entire bid, Anglewicz seconded, and all AYE.

Hull motioned to adjourn the meeting at 5:45, Sager seconded, and all AYE.