

## Indian River Area Library

Board Minutes

April 18, 2023

The meeting was called to order at 3:34, April 18, 2023.

Present: Patty Hull, Jim Anglewicz, David Hill, Elise Harrington, and Kelsey Rutkowski. Absent and excused: Kathy Cole and Jill Sager.

Guests: Karen Hill, Trudy Maves, and Cathy Campbell.

Public Comment on Agenda Items: None

Approval of Agenda: Anglewicz motioned to approve the agenda with the addition to New Business- C. Class Investment and D. Book drop box. Harrington seconded and all AYE.

Approval of Minutes: Anglewicz motioned to approve the March 21, 2023 minutes, Hull seconded, and all AYE.

Financial Report: Harrington motioned to approve the Financial Report, Anglewicz seconded, and all AYE.

- A. Accept Monthly Expenses-Harrington motioned to accept the monthly bills, Hill seconded, and all AYE.
- B. Investment Update: Anglewicz reported that the CD interest rate was 5.3 not 5.25 when invested.

Director's Report: Rutkowski reported that March has been busy and the Kindergarten Library tours were successful. The staff reviews will be next month and reported back to the board. Two FOIA requests were made for the Financial Audit and Workman's Comp Audit for the past year. The board gave permission to Jay Reidsma to post the documents on the Twp. Website. Other items discussed were-Pen Pals with Indian River County Library(Vero Beach, FL.), Wellspring Foster Care nonprofit projects, no-sew fleece pet pillows to be donated to the Humane Society in Cheboygan, Outdoor Communication Board for Cooperation Park, and a plant swap sponsored by North Star. Rutkowski will also look further into the Read Away Fines current policy.

Friends of the Library Report: Karen Hills reported that they will resume meetings on May 9th. The mahjong tournament will be the only fundraiser this year.

Old Business:

- A. Outdoor Project Committee Update- Sharon Lange discussed grants for the project. Plan on meeting with Doug Schofield for future planning. The board decided to prioritize the basement project first.
- B. Policies-Anglewicz motioned to approve the Employee Handbook with the discussed corrections, Hill seconded, and all AYE.

- C. Library Page-Anglewicz motioned to hire 2, 12 hour weekly pages for the library, with an evaluation of the program at the August meeting. Hull seconded, and all AYE.

New Business:

- A. M&M Plumbing-Anglewicz motioned to accept the bid from M&M Plumbing for \$3060.86 for the infloor heating repairs. Hull seconded, and all AYE.
- B. Basement Cleaning-Rutkowski will schedule the first work day.
- C. CLASS Investment-Hull motioned to authorize Anglewicz to open an account with CLASS, on behalf of the library, Hill seconded, and all AYE.
- D. Dropbox- Hull motioned for Director Rutkowski to appropriate a Book Dropbox, up to \$6000, with board approval via email. Anglewicz seconded, and all AYE.

Public Comment: None

Board Comment: Cole reported that she has ordered the Patty Brown memorial chair and that she appreciates the work of the board and the director Rutkowski.

Harrington motioned to adjourn at 6:10, Anglewicz seconded, and all AYE.