

Indian River Area Library

Board Minutes

October 17, 2023

Meeting called to order at 3:30

Present: Kathy Cole, Patty Hull, David Hill, Jill Sager, Kelsey Rutkowski. Elise Harrington absent-Excused.

Guests: Trudy Maves, Sue Fisher, Cathy Campbell

Public Comments: None

Sager motioned to approve the agenda Hull seconded, all AYE.

Sager motioned to approve the September 19, 2023 minutes, Cole seconded, all AYE.

Hull motioned to approve the monthly expenses, Sager seconded, all AYE. Discussion regarding the Spectrum bill was paid late by the township and they refused to pay the late fee. Other bills have been paid late which will be discussed at the township budget meeting.

Investment update-No report

Director's report: October has been busy with the Artober theme with a special craft each week. The library has issued 38 new patron cards and total circulation is up! Kindergarten is scheduled for a visit on October 27, teen and adult Dungeons and Dragons Club was launched, chess with Jess and other programs and events are happening daily. Storytime was changed from 11:00 to 2:00. Kelsey is on the Indian River Christmas Committee as well as a Northland Cooperative committee to review rules for reciprocal borrowing. Oslund Pest Control will be spraying for spiders in the spring. Kelsey will be working on policies and the strategic plan this November.

Friends of the Library: The Mahjong tournament was a success! \$400.00 was collected and 18 participants shared in the fun. The Friends are still searching for a secretary. Members participated in the Friends of Michigan meeting in Alpena where many ideas were shared. The membership drive will be in the December newsletter. Looking ahead to Spring including a Beer, Brats and Books event that will take place at the Northland Brewery as an annual fundraiser.

Old Business:

- A. M & M Wall Damage Repair - Recommendations were made however more work needs to be done to correct issues that were found.
- B. Outlying townships and service contracts: Kelsey will send letters to Walker, Ellis, Burt and Koehler Townships this month sharing what the library offers.
- C. Policies - Motion was made by Sager with removal of one sentence as amended on the Background Check Policy. Seconded by Hull, all ayes. Motion Passed.
- D. Library Phone Lines - We are waiting for a quote from the township for 2 phone lines. We are getting dropped phone calls from Spectrum service currently.
- E. Flexible Work Agreement - Kelsey can be flexible with her schedule and will keep staff informed of times she is gone.

- F. Hotspots - We will keep Hotspots with student plans for one year and will re-evaluate in one year.
- G. Pocket Park - Meeting is scheduled for 11:00 on October 31, 2023.

New Business:

- A. Board of Trustees Resignation - With regret Hull accepted Jim Angewicz's resignation from the board. Sager seconded, all ayes.
- B. Board of Trustees Appointment - Sue Fisher has agreed to take the place of Jim Anglewicz for the remainder of his term. Hill motioned to approve Fisher's place as treasurer on the board. Sager seconded, all ayes.
- C. Staffing Proposal - Kelsey would like to add hours for Toni since we are growing as a library and she adds a lot of knowledge and creativity to our library. It was decided to wait until March to add staff.
- D. Notary Republic - We will discuss next month if Kelsey will offer this service to our patrons.
- E. Financial Procedures - See updated Fiscal Agency Agreement.

Public Comments: Cathy Campbell suggested a stipend in next year's budget for health insurance for Kelsey.

Board Comments: Hill recommends a signature and date on

Adjourn: Hull motioned to adjourn at 5:50pm. Cole seconded, all AYE.