

INDIAN RIVER AREA LIBRARY

Board Minutes

February 20, 2024

Meeting called to order at 3:31.

Present: Kathy Cole, Patty Hull, Jill Sager, David Hill, Sue Fisher, Elise Harrington, and Kelsey Rutkowski.

Guests: Helen Miller, Christina Moutrie, Trudy Maves, Ron Odenwald, Chief Gordon Temple, and Bob Kramer.

Public Comment on Agenda Items: None

Approval of the Agenda: Hill motioned to approve the agenda with the addition of item F to Old Business(Reading Garden), Sager seconded, and all AYE.

Approval of Minutes: Sager motioned to approve the January minutes with the correction of ICHAT(not MICHAT) in the Friends of the Library Report, Hull seconded, and all AYE.

Financial Report: A. Monthly Expenses-Hull motioned to accept the monthly expenses-11 bills totaling \$2363.92, Sager seconded, and all AYE.

B. Investment Update- Hull motioned to move \$50,000 from CNB into our MICLASS investment account, Cole seconded, and all AYE. Rutkowski is going to request a bank reconciliation statement from our Pool account.

Directors Report: Rutkowski reported that many events are in the works- a “Foster Ware” party with the Wellspring Foster Care organization to share information about foster families; Melinda Hambleton from COP-ESD(Great Start Collaborative) will come in before Storytime to speak with parents about caregiving support via COP-ESD; a partnership with McLaren to provide support with programs such as CPR training, help in navigating healthcare, and in hosting a “Health Fair”. The library will be hosting Martin McNally during the June Podcast Club for his story as the “American Skyjacker” back in the 70s.The library is going to stay with NMI for IT and will reevaluate at the December Board meeting before renewing for next year.

NetNanny(CIPA-compliant) has been purchased and will be checking into the best option for content filtering. Jan Dillaha and Rutkowski will be checking into the township building cleaning services and readdress expectations. The library is now registered with ICHAT for background checks of employees.

Friends of the Library Report: Sager reported that the membership fees will be: Business \$100-Non Profit \$50-Individual \$25. The 501C3 application has been submitted under the name of Friends of the Indian River Area Library(EIN#80-0219943).

Old Business:

- A. Policies-Sager motioned to accept the Computer and Internet Acceptable Use Policy, Hull seconded, and all AYE. Sager motioned to accept the Remote Work Policy, with the striking of the word "Permanent " from section B under Regulations, Cole seconded, and all AYE. Hull motioned to adopt the Code Adam Procedure, Sager seconded, and all AYE.
- B. Proposed Budget Amendment-Hull motioned to approve the Proposed Budget Amendment as presented, Cole seconded, and all AYE.
- C. Content Filtering and E-Rate(CIPA Compliance)- discussed in the Director's report.
- D. Kajeet Internet Hotspots-As of August 2024, the grant program will end and the library will keep the 5 purchased hot spots in service, discontinuing the 5 grant hotspots.
- E. Tuscarora Township Building Grant- Building Maintenance estimates will be brought in and discussed at the March Library Board Meeting.
- F. Reading Garden-Hill agreed with fixing the township building wall before addressing the Reading Garden.

New Business:

- A. Building Maintenance/Parking Lot Lighting-discussion covered in Old Business section E.
- B. Reciprocal Borrowing Agreement with Topinabee Public Library- Sager motioned to accept the Reciprocal Borrowing Agreement between the IRAL and the Topinabee library, Cole seconded, one NAY, and 3 AYE.

Public Comment: Miller and Maves informed the board that they have been working on organizing the basement and need a little guidance on what to keep or discard. Rutkowski and Hill will assist .

Board Comment: None

Sager motioned to adjourn at 5:32, Cole seconded, and all AYE.