

Alvah N. Belding Memorial Library

302 East Main Street, Belding, Michigan 48809

Regular Meeting of the Alvah N. Belding Library Board

Library Board Minutes from September 26th 2020

Library Board Members Present: Carla Gunderson, Sherri Hughes, Thomas Cameron

Director: Britney Dillon

City Council liaison: Ron Gunderson

Guests Present: Jim Mason and Betty Jenkins

1. Call to Order and Roll Call: Meeting was called to order by Carla Gunderson at 5:30 PM and roll was called. Absent were members Jan Lambourne and Kathy Lehman.
2. Approval of Agenda: Motion by Sherri and seconded by Carla to accept the agenda as presented.
3. Approval of Minutes: Motion made by Carla and seconded by Thomas to approve the minutes as presented.
4. Public Comment on Agenda Items: None
5. Library Reports: Directors report, Youth Services Report, Circulation Report, Donations Report and Monthly Financial Report were all reviewed. These reports were received for filing.
 - A. Directors Report: Physical Plant. The new boilers are installed, hooked up and running. Russel Plumbing did a good job doing things quickly and efficiently. When the boilers were installed, Johnson Controls sent a tech to integrate them into the controls system. The Russel tech met him here, and learned how to run the system. There is one final piece that needs to be installed, a check valve because currently the water runs redundantly through both boilers, even if it doesn't need to, so the check valve will keep that from happening. The new flooring has been installed downstairs. Everything went well except a few doors need to be trimmed, as the bottom of the door hits the new flooring. The flooring tech hit a snag in that he discovered the tiles beneath the carpet in the meeting room was asbestos. Rather than doing a full abatement, he was able to use and approved sealant over those tiles before he laid the new flooring. Much of the lighting downstairs has been worked on. There are still a few areas where we are waiting for new bulbs. Britany attended the LLC Board meeting and the Advisory Council meeting at KDL Service Center. This was her last meeting as the AC chair. Staff attended our monthly all staff meeting. The new staff members are doing very well. Our two pages are learning quickly and both have great attitudes. The three clerks are also working out very well. Avery is doing a lot of materials processing, Chloe and Kate are doing general clerk duties (delivery, holds, status reports, helping patrons, etc.) Micelle has settled into her new role well and has a lot of really wonderful ideas. She has some great programs scheduled for the fall quarter and has already take on quite a few new projects. Fall adult programs have started out very strong.

Michelle's done an amazing job putting together a new slate of programming that people are excited about, and her events have been well attended. The youth programs were delayed a bit due to the library closure last week, but will back in full swing for October. We are really working out upping our digital presence. Michelle has a really great way of making casual, fun posts on both Facebook and Instagram that are getting good participation. Additionally, she is upping our Pinterest participation and starting to get patrons involved in building boards. Finally, the library podcast, The Book Return, will air the first episode the last week of September. We are excited about this and hope that we can help people see why we love libraries so much. Currently we are planning on bi-weekly schedule for the podcast. Over the week we were closed, we were able to get a lot of work done. We finished processing the tool collection that started in memory of Bob Schrauben and are looking forward being able to lend them out to our patrons. Michelle and Barbara were able to get the rest of their fall programming planned as well as kits and take and makes put together. The clerks did a good deep cleaning and read shelves, as long as processed books. They also took and fulfilled curbside orders. The pages continued to shelve the things that were returned. Zach, Chloe and Britney did a lot of work for the podcast and were able to get the first three episodes planned and do two trial runs.

- B. Youth Services Report. The month of August was spectacular for the youth department. Our Summer Reading Splash down Party had 200 participants and we heard nothing but Barbaras sister worked on it with her daughter and another parrons daughter also did one and brought it into the library to show us. I have added the projects that are upcoming to the display by the back door and tuamazing reviews. My story time continues to have a good turnout with kiddos that come every single week along, as well as new kids. I was able to switch all of the summer bulletin boards and decorations over to fall themed, which has brought new wonder to the kids. All age groups flooded the library the first two weeks of August to make sure and get their last minute fun in before school started. I have also started putting together plans for all the fall programs, parties and activities.
- C. Adult Services Report. August was a slow month for programs but we are hearing feedback from patrons that they are excited for the lineup of programs that we have for the fall. We had the last summer concert series with 25 in attendance. I am increasingly sharing posts on both Facebook and Instagram platforms and taking advantage of our local Positively Belding FB group to get the work out of our programs. This has brought a few new people into the library and I w=expect an increase with our promotion running for Sign Up in September. We had 28 new likes/follows on Facebook and 3 new on Instagram in the last month. We had a tour from the Nursing home come in and I supplied them with a schedule they could post and shared our BINGO program as well, they have now placed the BINGO program on their activities calendar and we had a few come play BINGO already. The LUX boxes for Adults went quickly and I received feedback from two of the patrons. Barbara's sister worked on it with her daughter and another patron's daughter also did one and brought it into the library to show us. I have added the projects that are upcoming to the display by the back door and this is causing interest in those programs and conversations about the projects or the miniatures. I am using this to promote our Pinterest Page. I don't have a reading on this yet as I did not track how many followers were there when I started. New display holders have been placed on both ends of the circulation desk with various

upcoming program flyers organized for the convenience of a quick grab and take as they are checking out books.

- D. Circulation report. The numbers are still good and digital numbers are up. Betty has been delivering books to the elderly.
 - E. Financial report. Presented by Britany.
 - F. Donations report. None.
 - G. Comments on the above reports. Question from Ron about due dates of materials and fines. Britany answered his question.
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- 6. Notice of paid bills: motion by Carla and supported by Thomas to pay the bills.
 - 7. Communication and correspondence: Carla was approached by a neighbor who told her they were new to Belding and what a great library and staff we had!
 - 8. Unfinished Business:
 - A. Intellectual freedom. Groups are still protesting certain books in court. A Virginia judge recently dismissed a case over library books.
 - 9. New Business: none
 - 10. Public Comment: Ron delivered status of the city.
 - 11. Trustee comments: none
 - 12. Motion to Adjourn at 6:35 PM. Motion made by Carla and seconded by Thomas. Roll was called and motion passed.

Respectfully submitted,

LCDR Thomas Cameron USNR (ret)

