

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 25, 2023

Library Board Members Present: Jan Lamborne, Sherri Hughes, Thomas Cameron, Ron Gunderson

Director: Britney Dillon

City Council Liaison: Jeannine Leary

Guests Present: Betty Jenkins, Jim Mason

1. **Call to Order and Roll Call:** Meeting was called to order by Tom Cameron at 5:30 and roll was called. A motion was made by Ron Gunderson and supported by Jan Lamborne to approve Kathy Lehman's absence. Roll was called and the motion passed.
2. **Approval of the Agenda:** A motion was made by Sherri Hughes and supported by Tom Cameron to accept the ammended agenda to include Public Comment on the Agenda Items and Public Comments on Non-Agenda Items after the minutes. Roll was called and the motion passed.
3. **Approval of the Minutes:** A motion was made by Jan Lamborne and supported by Thomas Cameron to approve the August minutes. Roll was called and the motion passed.
4. **Public Comment on Agenda Items:** None
5. **Public Comment on Non-Agenda Items:**

Jim Mason reported that the Friends book sale made \$871.00 plus the sale of a table for \$100.00, making the final total \$971.00.

October 11th will be the Friends Annual Meeting with a Soup Appreciation Supper . Supper will be at 6:00 and the meeting will begin at 7:00.

The end of the physical year is September.

The Friends will donate \$4,000.00 to the library to possibly by used toward flooring.

November 27th will be the Annual Candlelight Event. This year will be the 20th anniversary.

Jeanninee Leary updated us about the City Council. The city has purchased the Belco Building to become the new city hall and police department. The fire department will remain in the current building.
6. **Library Reports:** Director's Report, Youth Services Report, Circulation Report, Donations Report and Monthly Financial Reports. These reports were received for filing.
Comments on Reports:
 - a. **Director's Report:** Cusack Masonry's bid is already signed, but work has not begun yet. Britney will be getting separate bids for flooring for the computer area and for the bottom of the stairs and a decision will be made about which comes first. Fall maintenance will include gutter cleaning. Staff trainings are coming up. We have now been trained for geneology.
 - b. **Youth Services Report:** We are going from summer to fall. New materials are listed in Director's Report, like the ABC kits.
 - c. **Adult Programs:** We are trying to reach 20-40 age group. There are new Dementia kits. There will be Cookie Baking Contest & a Chili Cook-off.
 - d. **Circulation Report:** A couple teachers have already contacted the library for visits.
 - e. **Monthly Financial Reports:** Penal fines are way down, this has really hurt us.
Donations: None
7. **Notice of Paid Bills:**

A motion was made by Jan Lamborne and supported by Tom Cameron to pay the bills for August, 2023. Roll was called and the motion passed.

a. **Comments on bills:** None

8. **Communication and Correspondence:**

a. **Betty's news articles**

The library received a call about receiving a \$1,000.00 grant from an anonymous referral. Britney Dillon followed up on it and we should receive the grant.

9. **Unfinished Business**

a. **Strategic Planning Discussion**

Britney Dillon asked for feedback from the Board. Some of the topics discussed were:

Having artwork available for patrons.

The staff has received Active Shooter Training.

We have upgraded the security system.

Discussed the aging building.

Staff has really come together.

Discussion about book drop box.

Staff does a great job welcoming people into the building.

100% compliance accessibility for the building.

Hotspots not practical for us at this time.

10. **New Business:**

a. **Staff Pay**

At 6:56 p.m., a motion was made to go into Closed Meeting by Jan Lamborne and was supported by Ron Gunderson. Roll was called and the motion passed.

At 7:14 , a motion to go back into the regular session was made by Ron Gunderson and supported by Tom Cameron. Roll was called and the motion passed.

A motion to increase merit based staff pay was made by Sherri Hughes and supported by Tom Cameron. Roll was called and the motion passed.

b. **Director Annual Review**

We will have forms for the October meeting.

11. **Trustee Comments:**

a. **Jan Lamborne:** I appreciate Britney's keeping on top of things.

b. **Kathy Lehman:** Absent

c. **Sherri Hughes:** Maybe the downstairs painting could be done by November 15, before the Candlelight event. I appreciate your going over the Strategic Plan.

d. **Thomas Cameron:** You've got this place looking good with all the building improvements, we still need new curtains.

e. **Ron Gunderson:** I think Britney and her staff did an excellent job during Covid and has gotten better.

12. **Motion to adjourn:** At 7:22 p.m. was made by Sherri Hughes and supported by Tom Cameron. Roll was called and the motion passed.

Our next scheduled Library Board meeting will be on October 23 at 5:30 p.m.

Respectfully submitted,
Janice Lamborne,
Library Board Trustee

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Director: Britney Dillon

Britney Dillon requested that staff pay be increased by \$.50 per hour, based on merit based reviews. There was discussion about how we would like to be able to pay more of an increase, however, Britney stated that at this time she did not feel that due to the budget, this was appropriate. There was also a discussion about how to retain people.

Motion to adjourn back into Regular Session: At 7:14p.m. was made by Ron Gunderson and supported by Tom Cameron. Roll was called and the motion passed.

Respectfully submitted,
Janice Lamborne,
Library Board Trustee

