

**Alvah N. Belding Memorial Library
Library Board Minutes
April 22, 2024**

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

Board Members Absent: None

Director: Britney Dillon

City Council Liaison: Jeannine Leary

Guests: Betty Jenkins

1. **Call to Order and Roll Call:** Meeting was called to order by Ron G. at 5:31pm.
2. **Approval of Agenda:** Motion made by Jan to approve the agenda and supported by Ron. Amended to include: a Flooring Quote by Rockford Floor Covering, Inc. Motion Carried.
3. **Approval of Minutes:** Motion made by Kathy to approve the March 25, 2024 minutes as presented and supported by Jan. Motion carried. Amended to include: Motion made by Ron, not Britney. Motion approved.
4. **Public Comment:** There was no public comment.
5. **Library Reports:** Director's, Youth Services, Circulation, Donations, and Financial Reports were all reviewed. These reports were received for filing.

Comments on Reports:

- a. **Director's Report:** Ramp and Caulking is finished. Battle of the Books final is this week Thursday. Unable to locate the water shut off valve outside. There were questions concerning the new software system the City will be implementing, we will be kept informed.
 - b. **Youth Services Report:**
 - c. **Adult Program Report:**
 - d. **Circulation Report:** Many more people are using Hoopla. Non-Fiction use is up.
 - e. **Monthly Financial Reports:** There were discussions on the amended budget.
 - f. **Donations:** None
6. **Notice of Paid bills:** A motion was made by Ron to approve March payment of bills and supported by Sherri. Motion carried.
 7. **Communication and Correspondence:** No communication, All okay.
 8. **Unfinished Business:** Bylaws will be finalized in May.

Discussions on the Bylaws were the following:

- a. When a President is absent or leaves their term prematurely, the Vice President and or at large member will fill in the vacant slot and others will shuffle as needed.
- b. Meetings can be recorded.
- c. Secretary will record and type up the meeting's minutes.
- d. Treasurer seat to be changed. Any member can sign the bills, would then free up 2 at large members. This will allow Treasurer's duties to be performed by other members.
- e. Evaluation tool to be ready in August to be handed out to each board member so that a consistent Library Director's evaluation form will be available from year to year.
- f. Britney will spell out acronyms for us and will also continue to use them.
- g. Photos of staff members and information will be available for the Board.
- h. Reconsideration forms will be available for us, the board.
- i. 1.1 Materials Selection: Fiction- very is a typo, will be changed to vary.
- j. In the Teen selection: after the word ages "and backgrounds" will be added.
- k. 1.3 intellectual Freedom, new wording has been accepted. A motion to accept these changes in the Materials Selection was made by Ron and supported by Jan. Motion carried.
- l. C. Employee types - creating the new seasonal employee designation. Motion to create the new designation was made by Tom, and seconded by Jan. Motion carried.

9. New Business:

- a. Budget - we reviewed the proposed budget. Motion made by Sherri and supported by Tom to approve the proposed budget, motion approved.
- b. New flooring for part of the basement - Motion to accept new flooring was made by Tom and seconded by Kathy. Motion was approved.

Public Comment: City Council Liaison Jeannine L. - The Wastewater Treatment plant is moving forward and the City is working with Senator Stabenow for the possibility of financial help with the Wastewater Treatment plant.

Trustee Comments:

Sherri H.- I'm good.

Tom C.- All good.

Jan L.-Speechless.

Kathy L.- All good.

Ron G. - All good.

Motion to adjourn at 7:39 made by Ron and supported by Tom. Motion carried.

