

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 February 17, 2025

Library Board Members Present: Ron Gunderson, Jan Lamborne, Jennifer Mierendorf

Director: Britney Dillon

City Council Liaison: Bonita Steele

Guests Present: Betty Jenkins

1. **Call to Order and Roll Call:** Meeting was called to order by Ron Gunderson at 5:33 and roll was called. A motion was made by Jan Lamborne and supported by Ron Gunderson to excuse Cynthia Miller's absence. Roll was called and the motion passed.
2. **Approval of the Agenda:** A motion was made by Jennifer Mierendorf and supported by Ron Gunderson to accept the amended agenda, to include under New Business, a Board Opening. Roll was called and the motion carried.
3. **Approval of the Minutes:**
A motion was made by Ron Gunderson and supported by Jennifer Mierendorf to approve the February 3rd minutes. Roll was called and the motion passed.
4. **Public Comment:** None
5. **Library Reports:** Director's Report, Youth Services Report, Circulation Report, and Monthly Financial Report were all reviewed. These reports were received for filing.
 - a. **Comments on Reports:**
 - Director's Report:** Britney Dillon stated that she really didn't have anything to add to the Director's Report. She said she had a great meeting with Cynthia Miller.
 - Youth Services Report:** Barbara Root met with Chris Mitchell, from Woodview Elementary, about the upcoming Battle of the Books program and the meeting went very well. She has begun a couple new programs and story time continues to grow and is going very well.
 - Adult Programs:** Michelle McMaster hosted 2 programs in January and has been planning a couple adult/youth programs for summer, with Barbara Root. She has also been working on a couple programs for fall, including Rosie the Riveter, a speaker, in September.
 - Circulation Report:** Circulation is up again this month.
 - Monthly Financial Report:** On file. The Board went over the U.S. Department of Agriculture Rural Development Annual Statement of Loan Account.
6. **Notice of Paid Bills:**
A motion was made by Ron Gunderson and supported by Jan Lamborne to pay the bills for January. Roll was called and the motion passed.
 - a. **Comments on bills:** None
7. **Communication and Correspondence:**
 - a. Betty's news articles
 - b. Copies of Cynthia Miller & Jan Lamborne's swearing in documents
 - c. Thank you note from the Belding Museum for a painting donated to the museum

8. Unfinished Business:

None

9. New Business:

- a. Open Board Position (letter of interest.) A motion was made by Jennifer Mierendorf and supported by Jan Lamborne for Ron Gunderson to contact Andrew Hurst and offer him a position as a Library Board Trustee Member. Roll was called and the motion passed.

- 10. Public Comment:** Bonita Steele, City Council Liaison, stated the the new city manager, Keven Krieger, will start on March 3, 2025. Tomorrow they will vote on the contract. City Hall is happy and Krieger has already visited a couple times, both City Hall and the Police Department. The Council is working on the Bylaws.

11. Trustee Comments:

- a. **Ron Gunderson:** Thank you to the Board.
- b. **Jan Lamborne:** I'm happy Cynthia Miller accepted Ron Gunderson's offer to be on the Board.
- c. **Jennifer Mierendorf:** None
- d. **Cynthia Miller:** Absent

- 12. Motion to adjourn** at 6:18 p.m. was made by Jan Lamborne and supported by Jennifer Mierendorf . Roll was called and the motion passed.

Our next scheduled Library Board meeting will be on March 24, 2025 at 5:30 p.m.

Respectfully submitted,
Janice Lamborne,
Library Board of Trustees Secretary

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 March 24, 2025

Library Board Members Present: Ron Gunderson, Jan Lamborne, Jennifer Mierendorf, Cynthia Miller, Andrew Hurst

Director: Britney Dillon

City Council Liaison: Bonita Steele

Guests Present: Betty Jenkins & Jim Mason

1. **Call to Order and Roll Call:** Meeting was called to order by Ron Gunderson at 5:34 and roll was called.
2. **Approval of the Agenda:** A motion was made by Andy Hurst and supported by Jennifer Mierendorf to accept the agenda, as presented. Roll was called and the motion carried.
3. **Approval of the Minutes:**
A motion was made by Ron Gunderson and supported by Jennifer Mierendorf to approve the February 3rd minutes. Roll was called and the motion passed.
4. **Public Comment:** None
5. **Library Reports:** Director's Report, Youth Services Report, Circulation Report, and Monthly Financial Report were all reviewed. These reports were received for filing.

a. Comments on Reports:

Director's Report: This has been a busy month. Boiler #1 was not functioning properly, so Russell's came out and discovered that the heat exchanger is bad. It could be 1 to 2 months before the part will be here. This issue should be covered by the warranty, however, since the water isn't treated, it could be a problem. Russell is waiting for the assessment to come through. To keep the same thing from happening with Boiler #2, Britney Dillon has contacted KML Specialty Chemicals to test the water and give her a recommendation.

The fire alarms issue is fixed and we now have a new sensor.

When the weather breaks, Keiff Roofing will be here to assess the roof for trouble areas that need to be fixed.

The outside sign is still not working. It is likely the controller needs to be replaced.

She attended regular meetings this month and feels very fortunate to have staff members willing to fill in with so many illnesses lately.

Youth Services Report: The Battle of the Books is going well, there are 9 teams this year. The teams will have an opportunity to work with Barbara Root and 2 teams will go to Portland to compete. She has also been working on getting sponsors and prizes for summer reading.

Adult Programs: Michelle McMaster has been busy working on seeds for the seed library. The February programs went well and she is now working on fall programming.

Circulation Report: Hoopla, one of our digital services, is involved in a class action lawsuit, so Britney Dillon has scaled back our services to a minimum.

Carol Dawe, the director of the Lakeland Library Cooperative, will join us in April to talk about Boards and their purpose and to give us an overview of the political landscape and how it is affecting libraries.

Monthly Financial Report: There was some discussion about the monthly numbers spreadsheet. The monthly numbers are correct, but the starting numbers are incorrect. This will be adjusted for next month.

6. Notice of Paid Bills:

A motion was made by Ron Gunderson and supported by Jennifer Mierendorf to pay the bills for February. Roll was called and the motion passed.

a. **Comments on bills:** None

7. Communication and Correspondence:

a. Betty's news articles

8. Unfinished Business:

None

9. New Business:

a. **Strategic Plan:** We have a millage coming up, so we will get started on the groundwork. We have a strong relationship with the community, so we will continue to focus on positive things about our library. The millage will be for all 7 of the Ionia County libraries. This millage will be for a renewal, not an increase. Britney will work on a strategic plan.

b. **Budget (2025-26):** The 2025-26 budget will be presented at the April meeting.

10. Public Comment:

Bonita Steele, City Council Liaison, gave a detailed report about the City Council. Keven Kreiger, our new City Manager, is doing well. There will be a work session on Saturday to discuss items coming up.

Jim Mason, President of the Friends of the Library, gave an update about the Friends organization. The Annual Book Store Sale will be held April 21, 22, 23 & 24. It will be a different format this time, more like a book store set up. They will feature different authors, coffee & a special kids area. As of March 18, 2025, The Friends Treasurer's Report was \$8,346.78. There will be many upcoming expenses such as; the book sale, Ancestry.com, mailings, programs, Candlelight Reception, Summer Reading events, Michigan license, and library materials/equipment. The Friends have a total of 121 memberships.

11. Trustee Comments:

- a. **Ron Gunderson:** Thank you very much!
- b. **Jan Lamborne:** Welcome Cynthia & Andy!
- c. **Jennifer Mierendorf:** Welcome!
- d. **Cynthia Miller:** Thank you!
- e. **Andy Hurst:** No comment

12. Motion to adjourn at 6:52 p.m. was made by Jennifer Mierendorf and supported by Jan Lamborne. Roll was called and the motion passed.

Our next scheduled Library Board meeting will be on April 28, 2025 at 5:30 p.m.

Respectfully submitted,
Janice Lamborne,
Library Board of Trustees Secretary