

**LIBRARY BOARD OF TRUSTEES MEETING
WILL BE HELD BY JOINING INFO:**

meet.google.com/ndz-zamx-rbu

Join by phone +1 980-434-6665 (PIN: 285549431)

Notice is hereby given that the regular Library Board meeting will be held by above info. Public participation will be allowed.

This change is in accordance with Governor Whitmer and the Michigan Department of Health and Human Services' recommendation designed to help prevent the spread of the Coronavirus Disease 2019(COVID-19) and in conformance with Executive Directive No. 2020-2. at <http://Michigan.gov/Coronavirus> or <http://www.CDC.gov/Coronavirus>

**MINUTES
SEPTEMBER 23, 2020
7:30pm**

I. CALL TO ORDER –

Meeting was called to order by Weins at 7:35 pm
Members present: Weins, Steffey, Duhaime, Lisica
Library staff present: Director, Thomas; Assistant Director, Goike
Friends of the Library Representative: Willis

II. APPROVAL OF AGENDA

Motion made by Lisica, 2nd by Duhaime to approve agenda as presented. Motion approved.

III. APPROVAL OF MINUTES

Motion made by Steffey, 2nd by Duhaime to approve minutes of August 26, 2020 meeting as presented. Motion approved.

Public Discussion

This is an opportunity to comment on items that are not on the agenda.

Comments need to be addressed to the Board.

No public present.

IV. FINANCIAL REPORTS

A. Monthly expenses and revenues – as of 9/16/2020

Report by Weins noted continued fiscal stability with no outstanding issues. City administrative costs are still to be addressed.

Motion made by Lisica, 2nd by Duhaime to receive and file report. Motion approved.

B. Monthly fund report – City printout – as of 9/16/2020

Report dated 09/16/2020 for the period ending 09/30/2020 was received.

C. City Treasurer report

Not available.

V. PUBLIC COMMENTS

If you wish to be heard on any agenda item, please identify yourself and give agenda item.

No public present.

VI. BUSINESS

A. OLD

1. Discussion on City attorney's response to Board's summary of special meeting
Options were discussed regarding the city's method of imposing service costs to the library.

Conclusion was to examine the issue further. Motion made by Lisica to seek legal clarification of the library's budget position with the city, 2nd by Weins.

Motion approved.

B. NEW

1. Approve job posting for new Director

Examined and discussed draft of posting for new library director. Motion made by Weins, 2nd by Steffey to approve posting. Motion approved.

2. Approve job description for new Director

Examined and discussed draft of job description for posting with new library director position. Motion made by Lisica, 2nd by Steffey to approve. Motion approved

3. Increase Hoopla account

Thomas provided data on the favorable response by library users to the Hoopla account. Request was made to increase access from 3 to 5 items per user.

Motion made by Lisica, 2nd by Steffey to approve the increase. Motion approved.

4. Review application on new trustee – Cynthia Miller

Board discussed and requested interview with candidate.

C. OTHER

VI. ANNOUNCEMENTS, INFORMATION, ETC.

A. Friends report – M Willis

Depending on status of the current COVID situation the Friends are planning a silent auction, Christmas wreath sale.

B. Renovation project update

Punch list is being reviewed with contractor

C. Reopening report

Reopen October 14th with 16 person capacity and 1 hour limit.

D. Children's room update –

E. Donation report - \$61,359.00

F. Other

ADJOURN

Motion by Lisica, 2nd by Duhaime to adjourn.

Meeting adjourned at 8:45 pm

NEXT MEETING DATE – OCTOBER 28, 2020 at 7:30pm

APPROVED 10/29/2020