

MacDonald Public Library Board of Trustees Meeting

MINUTES

APRIL 27, 2022

6:30 PM

MPL Community Room

I. Call to Order

Meeting was called to order at 6:30pm by Weins.

Members present: Weins, Miiller, Steffey, Lisica

Member excused: Duhaime

Library staff: Parij (Library Director), Marra (Children's Librarian), Bond (Community Engagement Librarian), Klecha (Librarian)

II. Approval of Agenda

Motion made by Miiller to approve agenda with additions. 2nd made by Steffey. Agenda approved.

III. Approval of Minutes

a. General Meeting Minutes - April 6, 2022

Motion made by Steffey to approve minutes of regular April 6th meeting as presented. 2nd by Miiller. Minutes approved.

b. Special Meeting Minutes - April 20, 2022

Motion made by Miiller to approve minutes of special meeting of April 20th as presented. 2nd made by Steffey. Minutes 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 comments or questions presented

IV. Reports

a. Monthly Expenses and Revenues – April 18, 2022

Weins noted that the Monthly Expenses and Revenues report was on track with no issues noted.

b. Approval of Monthly Bills

Weekly April expenditure/bill were presented and detailed.

Motion made by Lisica to receive and file financial reports. 2nd by Steffey. Motion approved.

V. Business

a. Old

i. Discussion of library's separation from the City of New Baltimore

Status updates discussed.

b. New

i. Discussion of fringe benefits quotes - Kapnick Insurance

Representative presented the plans for health, dental, vision and disability benefits available to staff. Parij discussed the offerings with eligible employees and noted the plans staff wanted. After discussion board members noted the need to see the revenue/budget for next fiscal year to determine any action.

ii. Review of proposed press release (need to add library activity photos

Bond and Weins will finalize. Motion made by Lisica to approve release subject to approval of individual quoted in the document. 2nd by Steffey. Motion approved

iii. Review of transition issues letter drafted by Anne Seuryneck

iv. Discussion of library's summer hours

Parij presented library traffic/transaction to address modification of hours for the summer. Library activity during the summer changes and it would help to reduce costs with adjustment of hours. Discussion resulted with a motion by Lisica to let Parij adjust hours based on data available. 2nd made by Miiller. Motion adopted.

VI. CLOSED SESSION

To discuss the City of New Baltimore proposed lease.

7:35pm Motion made by Lisica to go into closed session 2nd by Miiller.

Vote: Miiller (yes), Lisica,(yes) Weins,(yes) Steffey (yes). Motion approved.

7:50 Motion by Steffey to return to regular meeting. 2nd by Miiller. Motion approved.

VII. Announcements, Information, Etc.

a. Director's Report

Library hours are back to normal pre-pandemic hours.

Static revenue and rising costs require examining plans to save money such as summer hour adjustments.

b. Children's Room News – K. Marra

Overall attendance for programs is up from March.

New StoryWalks are being prepared.

c. Adult Services News - D. Bond

Red Cross blood drive resulted in achieving a 94 % of their goal.

Anchor Bay Artist are doing their annual Prestige Show/Display.

Friends of the Library are continuing to sponsor the music concerts.

VIII. Adjourn

Motion made by Miiller to adjourn at 8:15pm. 2nd by Steffey. Meeting adjourned.

Next meeting date: May 25, 2022 at 6:30 PM