

Reed City Area District Library Board Meeting

April 2, 2024 6 p.m.

829 S. Chestnut Reed City, Mi 49677

Present:

Lyndsey Eccles, President, Reed City

Laura Dahlquist, Vice President, Richmond Township

Shay Thompson, Treasurer, Richmond Township

Kylene Nix, Trustee, Reed City

Kristie Feguer, Executive Director

Rene Stieg, Millage Chairperson

1. Call to order and attendance

The meeting was called to order at 6 p.m. by L. Eccles. In the absence of a secretary, a motion was made by L. Dahlquist to accept her resignation as vice president, accept her bid for secretary, and accept K. Nix's bid for vice president. Seconded by S. Thompson. Motion carried.

Attendance was noted by L. Dahlquist.

2. Approval of Agenda

A motion was made by K. Nix and seconded by S. Thompson to approve the agenda. Motion carried.

3. Approval of Consent Agenda

A motion was made by L. Dahlquist and seconded by K. Nix to approve the Consent Agenda consisting of prior meeting minutes and bills. No current financials were available. Motion passed.

Some discussion on bills: 1) Reimbursement for lost or damaged books: There is no policy on our part, but perhaps there should be. 2) Confirmed that M. Rohen has fulfilled her contract with us as of March 31. 3) Concern over hours of employment being used. We are within budget.

4. Citizen's requests and/or comments

S. Thompson stated that she was approached by Richmond Township clerk Linda Stieg about library meeting minutes that have not been received by the township. K. Feguer was made aware and will correct the oversight.

5. Board President Comments

L. Eccles contacted the MidMichigan Library League concerning the issue of the controversial flag issue. Waiting for a reply.

6. Standing Committee Reports

The committee assignments were discussed and filled.

A. Budget and Finance met and reviewed the rough draft of the budget, approved a new hire, discussed the Summer Reading Program, and the budget for new books. increased pay rates for employees with an acceptable performance review and 12 hours of biweekly employment effective in June was discussed. K. Feguer expressed an interest in the Quick Books program.

B. Digital Sign Committee

A discussion was held on proceeding with some signage. A motion was made by S. Thompson and seconded by L. Dahlquist to spend up to \$1500 for letters for the building. A roll call vote passed with no dissention. The digital sign action is tabled until after the millage election.

C. Building Committee

A meeting was scheduled for April 24 at 3:30 for the spring walk through.

D. Strategic Plan Committee

The survey is ready to be distributed as soon as possible. An email will be created to establish interest in a Friends Group and included in the survey as well as in a flyer/business card format.

E. Millage Committee

R. Stieg updated the board on millage committee plans. The committee will hand out drink koozies at the Beer Festival on April 20th, with a Vote YES message. A trivia night is planned for May at RC Brewery. A presence will be investigated for the Farmer's Market on Wednesdays. Flyers will be distributed prior to the Memorial Day Parade in Reed City. A booth will be available at the Family Night at G.T. Norman on April 23rd from 5-6:30. Donations will be pursued from GFWC as well as additional businesses not contacted as yet. The current budget is \$1177.50. The next meeting is scheduled for April 9 at 6pm at Trinity School.

F. HR Committee

The Employee Policy review will be emailed and forwarded to the MidMichigan Library League.

G. Parade Committee

No update at this time.

H. AdHoc Committee: Environmental Project

Brad Smith, high school science teacher is on board for this project. A discussion was held. No decisions made.

7. Director's Report

A complete report is on file at the library or can be found on the website in the board packet for April 2, 2024.

A discussion was held on janitorial services. We could replace McCloud and Service Master with local Roger Knapp for nearly the same cost. A motion was made by S. Thompson and seconded by L. Dahlquist. A roll call vote was held and passed unanimously. A memorial for Cyndi McCain will be held May 1st after the new shelving and plaque are installed. Metrics were presented and the format discussed. The current staffing was discussed.

8. Ongoing Business

Storywalk: the current storywalk has been in place since August, and will remain for now.

9. New Business

10. Board Dynamics

A motion was made by L. Dahlquist and seconded by S. Thompson to accept the resignation of K. Yost from the board.

11. Citizen's Request and/or Comments

12. Adjournment

A motion was made by L. Dahlquist and seconded by S. Thompson to adjourn. Motion carried. The meeting was adjourned at 7:55pm.

Respectfully submitted,

Laura Dahlquist, Secretary, RCADL Board

The next meeting is scheduled for May 7, 2024 at 6pm in the Reed City Area District Library Community Room.