



Reed City Area District Library Board Meeting Agenda

Tuesday, May 7th, 2024 at 6:00pm
829 S. Chestnut Street | Reed City, MI | 49677

1. Call to Order and Attendance
2. Approval of Agenda
3. Approval of Consent Agenda
 - A. Board Follow-Up Discussion (**max limit of 10 min. total**)
 - B. Prior meeting(s) minutes:
 - a. Regular Meeting: April 6th, 2024
 - C. Approval of Bills and Financial Statements
 - i. Expense Report for previous month's expenses: *April 2024*
 - b. Financial Statements: Updated reports available
4. Citizen's requests and/or comments
5. Board President Comments
6. Standing Committee Reports
 - A. Budget and Finance Committee
 - Budget Updates
 - B. Digital Sign Committee
 - C. Building Committee
 - D. Strategic Plan Committee
 - Survey Results
 - E. Millage Committee
 - F. HR Committee
 - G. Ad-Hoc Committee(s)
7. Director's Report
8. Ongoing Business
 - Millage Proposal Renewal
9. New Business
10. Board Dynamics
11. Citizen's Requests and/or Comments
12. Adjournment

**The next Library Board Meeting is scheduled for May 7th, 2024 at 6:00pm
in the Reed City Area District Library Community Room.**

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 dissent. 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.

REVENUE/EXPENDITURE REPORT

City of Reed City

For the Period: 7/1/2023 to 3/31/2024

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 971 - REEDCITY AREA DISTRICT LIBRARY							
Revenues							
Dept: 000.000							
402.010 REAL PROP TAX - LINCOLN TWP	36,055.00	36,055.00	38,647.42	11,726.67	0.00	-2,592.42	107.2
402.020 REAL PROP TAX - RICHMOND TWP	52,715.00	52,715.00	66,014.08	61,886.82	0.00	-13,299.08	125.2
402.030 REAL PROP TAX - REED CITY	37,740.00	37,740.00	27,772.23	0.00	0.00	9,967.77	73.6
410.010 PERS PROP - LINCOLN TWP	16,350.00	16,350.00	8,809.11	1,601.32	0.00	7,540.89	53.9
410.030 PERS PROP TAX - REED CITY	4,000.00	4,000.00	6,167.95	4,374.40	0.00	-2,167.95	154.2
412.000 DELINQ. PERS PROP TAXES	5,000.00	5,000.00	18.79	0.00	0.00	4,981.21	0.4
495.000 NON-RESIDENT FEE	1,500.00	1,500.00	630.00	90.00	0.00	870.00	42.0
539.000 STATE GRANT	6,800.00	6,800.00	3,473.06	0.00	0.00	3,326.94	51.1
651.000 COPY MACHINE MONEY	2,300.00	2,300.00	1,977.45	259.00	0.00	322.55	86.0
651.500 FAX MACHINE MONEY	355.00	355.00	370.00	22.50	0.00	-15.00	104.2
655.100 LIBRARY BOOK FINES	550.00	550.00	764.05	102.40	0.00	-214.05	138.9
656.200 PENAL FINES - MECOSTA	4,435.00	4,435.00	4,481.31	0.00	0.00	-46.31	101.0
656.300 PENAL FINES - OSCEOLA	26,180.00	26,180.00	24,357.99	0.00	0.00	1,822.01	93.0
664.000 INTEREST INCOME	80.00	80.00	66.94	9.77	0.00	13.06	83.7
671.000 OTHER REVENUE	1,000.00	1,000.00	4,000.00	0.00	0.00	-3,000.00	400.0
675.100 CONTR - SUMMER READING PROGRAM	500.00	500.00	1,200.00	0.00	0.00	-700.00	240.0
675.150 CONTRIB. - PROGRAMMING	1,125.00	1,125.00	165.80	0.00	0.00	959.20	14.7
675.200 CONTR/DONATE-BEQUESTS-MEMORIAL	2,000.00	2,000.00	816.90	0.00	0.00	1,183.10	40.8
675.300 CONTRIB. FROM PRIV. SOURCES	10,000.00	10,000.00	3,621.45	6.25	0.00	6,378.55	36.2
677.100 REIMBURSEMENT FOR LOST BOOKS	300.00	300.00	15.00	0.00	0.00	285.00	5.0
685.500 OTHER-BOOK SALE	1,120.00	1,120.00	1,641.00	615.25	0.00	-521.00	146.5
692.100 FUND RESERVE-OPERATING	77,423.00	77,423.00	0.00	0.00	0.00	77,423.00	0.0
Dept: 000.000	287,528.00	287,528.00	195,010.53	80,694.38	0.00	92,517.47	67.8
Revenues	287,528.00	287,528.00	195,010.53	80,694.38	0.00	92,517.47	67.8
Expenditures							
Dept: 790.000 LIBRARY OPERATIONS							
702.000 SALARIES & WAGES	115,362.00	115,362.00	62,818.53	8,816.50	0.00	52,543.47	54.5
715.000 SOCIAL SECURITY	6,050.00	6,050.00	4,805.57	674.46	0.00	1,244.43	79.4
721.000 WORKER'S COMP	450.00	450.00	0.00	0.00	0.00	450.00	0.0
726.000 UNEMPLOYMENT	50.00	50.00	131.75	22.92	0.00	-81.75	263.5
740.100 BOOKS	8,000.00	8,000.00	2,750.18	28.68	0.00	5,249.82	34.4
740.101 E-BOOKS	2,000.00	2,000.00	2,112.40	0.00	0.00	-112.40	105.6
740.200 AUDIOBOOKS	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
740.250 VIDEOS/DVD'S	500.00	500.00	0.00	0.00	0.00	500.00	0.0
740.300 SUMMER READING	3,000.00	3,000.00	1,672.76	0.00	0.00	1,327.24	55.8
740.400 MAGAZINES	750.00	750.00	638.43	638.43	0.00	111.57	85.1
740.500 NEWSPAPERS	650.00	650.00	627.00	0.00	0.00	23.00	96.5
751.000 OFFICE SUPPLIES	1,500.00	1,500.00	1,089.98	63.23	0.00	410.02	72.7
752.000 OPERATING SUPPLIES	4,500.00	4,500.00	5,752.77	484.19	0.00	-1,252.77	127.8
755.000 OPER. SUPPLIES-PROGRAMMING	4,800.00	4,800.00	5,540.94	231.51	0.00	-740.94	115.4
801.000 PROFESSIONAL SERV.	4,950.00	4,950.00	2,718.25	321.77	0.00	2,231.75	54.9
802.000 LEGAL FEES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
804.000 JANITORIAL SERVICES	9,000.00	9,000.00	5,324.41	661.45	0.00	3,675.59	59.2
806.000 BANK CHARGES	65.00	65.00	63.42	12.50	0.00	1.58	97.6
808.000 INDEPENDANT AUDIT	3,850.00	3,850.00	4,050.00	0.00	0.00	-200.00	105.2
818.000 CONTRACTUAL SERVICE	12,500.00	12,500.00	13,883.43	949.90	0.00	-1,383.43	111.1
850.000 TELEPHONE	1,440.00	1,440.00	943.76	119.97	0.00	496.24	65.5
851.000 POSTAGE	180.00	180.00	179.52	0.00	0.00	0.48	99.7
900.000 PRINTING & PUBLISHING	1,500.00	1,500.00	674.88	101.30	0.00	825.12	45.0
907.000 ADVERTISING	150.00	150.00	196.03	0.00	0.00	-46.03	130.7
915.000 MEMBERSHIPS AND DUES	625.00	625.00	125.00	0.00	0.00	500.00	20.0
920.000 UTILITIES - ELECTRIC	3,850.00	3,850.00	2,078.31	265.15	0.00	1,771.69	54.0
921.000 UTILITIES-HEAT	2,500.00	2,500.00	1,547.11	286.03	0.00	952.89	61.9
927.000 UTILITIES-WATER	450.00	450.00	366.97	47.13	0.00	83.03	81.5
930.000 LAND & BUILDING REPAIRS	3,500.00	3,500.00	2,165.10	194.30	0.00	1,334.90	61.9
935.000 LIABILITY/PROPERTY INSURANCE	3,570.00	3,570.00	3,464.08	0.00	0.00	105.92	97.0
940.000 EQUIPMENT RENT	1,216.00	1,216.00	783.34	74.24	0.00	432.66	64.4
960.000 EDUCATION & TRAINING	100.00	100.00	0.00	0.00	0.00	100.00	0.0

REVENUE/EXPENDITURE REPORT

City of Reed City

For the Period: 7/1/2023 to 3/31/2024	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 971 - REEDCITY AREA DISTRICT LIBRARY							
Expenditures							
Dept: 790.000 LIBRARY OPERATIONS							
970.000 CAPITAL OUTLAY	20,000.00	20,000.00	6,356.07	1,544.73	0.00	13,643.93	31.8
991.600 PRINCIPAL	63,000.00	63,000.00	34,978.05	0.00	0.00	28,021.95	55.5
992.000 INTEREST	6,370.00	6,370.00	1,021.95	0.00	0.00	5,348.05	16.0
LIBRARY OPERATIONS	287,528.00	287,528.00	168,859.99	15,538.39	0.00	118,668.01	58.7
Expenditures	287,528.00	287,528.00	168,859.99	15,538.39	0.00	118,668.01	58.7
Net Effect for REEDCITY AREA DISTRICT LIBRARY	0.00	0.00	26,150.54	65,155.99	0.00	-26,150.54	0.0
Change in Fund Balance:			26,150.54				
Grand Total Net Effect:	0.00	0.00	26,150.54	65,155.99	0.00	-26,150.54	

BALANCE SHEET

City of Reed City

As of: 3/31/2024

Balances

Fund: 971 - REEDCITY AREA DISTRICT LIBRARY

Assets

001.000 CASH	235,666.90
004.000 CHANGE DRAWER	55.00
081.000 DUE FROM OTHER GOV'T UNITS	15,655.19
123.000 PREPAID EXPENSES	5,391.47

Total Assets 256,768.56

Liabilities

202.000 ACCOUNTS PAYABLE	425.51
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Total Liabilities 425.51

Reserves/Balances

390.000 FUND BALANCE	230,192.51
398.000 CHANGE IN FUND BALANCE	26,150.54

Total Reserves/Balances 256,343.05

Total Liabilities & Balances 256,768.56

2024: May Report reflecting April Expenses

Expense Line Item	Expense Description	Amount
740.100 - Books		
<i>Debit Card</i>	Amazon Replacement Books (Investigators, Murder Club Mystery) Date of Receipt or Services: 4/9/2024	\$55.96
<i>Our patron paid fine for DVD</i>	Ypsilanti District Library Replacement DVD - Gunfight at OK Corral Invoice # 491 Date: 4/10/2024	12.99
		\$68.95
740.250 DVD and Video		
	Amazon New DVDs and Replacement DVD #111-5866542-4061843 Date 4/30/2024	\$106.20
		\$106.20
740.300 Summer Reading Program		
	The Book Bundler SRP book prizes Order #130811	\$326.25
		\$326.25
751.000 - Office Supplies		
<i>Debit Card</i>	Amazon Office Supplies - Batteries, printer paper Date of Receipt or Services: 4/11/2024	\$27.92
		\$27.92
752.000 - Operating Supplies		
<i>Debit Card</i>	Amazon Laminator and supplies, phone chord Date of Receipt or Services: 4/23/2024	\$96.60
<i>Debit Card</i>	Social Schedules Invoice: 628F9C67-0056 Date of Receipt or Service: 4/24/2024	\$23.92
		\$120.52
755.000 - Programming		
<i>Debit Card</i>	Cricut Shop Monthly Renewal Date of Receipt or Services: 4/24/2024	\$9.99
<i>Debit Card</i>	Amazon Paperbags, Squishmellow prizes	\$62.16

	Date of Receipt or Services: 4/9/2024	
<i>Debit Card</i>	Amazon	\$18.99
	Miracle Grow Planting Mix	
	Date of Receipt or Services: 4/9/2024	
		\$91.14
801.000 - Professional Services		
<i>Debit Card</i>	G-Suites	\$175.58
	Account #: 3184-3454-8781-2148	
	Date of Receipt or Service: 4/01/2024	
		\$175.58
804.000 - Janitorial Services		
<i>Debit Card</i>	Cintas	\$54.14
	1 Invoices: #4190226021	
	Date of Receipt or Service: 4/22/2024	
<i>Debit Card</i>	McCloud	\$53.00
	Invoice #: 49057205	
	Date of Receipt or Service: 4/26/2024	
<i>Last Payment to SM</i>	Service Master	\$853.00
	Invoice #: 122267	
	Received bill on 5/02/2023	
		\$960.14
818.000 - Contractual Services		
<i>Signed Check 4/2 board meeting</i>	Do All Doug	\$360.00
<i>Check sent 4/3/2024</i>	Snow, salt, and shoveling	
	3/10-3/25	
	Networking Butler	\$358.00
	Firmware updates, activated ethernet ports - on site visit	
	1/30/2024	
		\$718.00
850.000 - Telephone		
<i>Debit Card</i>	Spectrum/Charter	\$119.97
	Invoice #: 005324801032124	
	Date of Receipt or Services: 3/27/2023-4/26/2023	
		\$119.97
900.000 - Printing and Publishing		
	Xerox Corporation	\$70.91
	Black/White printing and copying	
	Invoice #: 021012964	
		Total \$70.91
920.000 - Utilities Electric		
<i>Debit Card</i>	Consumers Energy	\$278.04
	Account #: 1030 187 9792	

	Date of Receipt or Service: 2/28/2024 - 3/27/2024	
	Total	\$278.04
921.000 - Utilities Gas/Heat		
<i>Debit Card</i>	<i>DTE</i>	\$225.24
	Account #: 9100 394 8255 9	
	Date of Receipt or Service: 4/12/2024	
	Total	\$225.24
927.000 - Utilities Water		
	<i>City of Reed City</i>	\$40.66
	Account number: SCHAT-000829-0000-01	
	Date of Receipt or Service: 4/10/2024 - 05/05/2024	
	Total	\$40.66
930.00 - Land and Building Repairs		
<i>Debit</i>	<i>Image 360</i>	\$1,466.79
	<i>Order #: 89599</i>	
	<i>Installed acrylic lettering of Building's Name</i>	
	<i>Date of Receipt: 4/10/2024</i>	
<i>Debit</i>	<i>Image 360</i>	\$160.04
	<i>Order #: 89730</i>	
	<i>Installed acrylic lettering of address</i>	
	<i>Date of Receipt: 4/18/2024</i>	
<i>Debit</i>	<i>Amazon</i>	\$206.04
	Order #: 111-1600819-9796265	
	Shelving above Fireplace	
	Date of Receipt or Service: 04/05/2024	
	Total	\$1,832.87
940.000 Equipment Rental		
	<i>Xerox Corporation</i>	\$101.30
	Equipment Rental	
	Invoice #: 021012964	
	Total	\$101.30
991.600 LOSB Loan Payment		
	Lake Osceola State Bank Principal Balance	\$5,250.00
	Total	\$5,250.00
Monthly Payroll		
	Check Date: 4/10/2024	\$4,373.73
	Check Date: 4/25/2024	\$5,224.96
	Total	\$9,598.69

	Expenses Grand Total	\$20,112.38
	Total Donations	\$1,000.00
	Total Grants	\$0.00
	<i>Total</i>	\$1,000.00
	Total Actual Expenses	\$ 20,112.38

Total Expenses by Line		Donations	Grants	Total Actual Expense
Expense Line	Total Amount			
740.100 - Books	\$68.95	\$1,000		
740.101 - Ebooks				
740.200 - Audiobooks				
740.250 - Videos/DVDs	\$106.20			
740.300 - SRP	\$326.25			
740.400 - Magazines				
740.500 - Newspapers				
751.000 - Office Supplies	\$27.92			
752.000 - Operating Supplies	\$120.52			
755.000 - Programming	\$91.14			
801.000 - Professional Services	\$175.58			
802.000 - Legal Fees				
804.000 - Janitorial Services	\$960.14			
806.000 - Bank Charges				
808.000 - Independent Audit				
818.000 - Contractual Services	\$718.00			
850.000 - Telephone	\$119.97			
851.000 - Postage				
900.000 - Printing & Publishing	\$70.91			
907.000 - Advertising				
915.000 - Memberships & Dues				
920.000 - Utilities Electric	\$278.04			
921.000 - Utilities Gas/Heat	\$225.24			
927.000 - Utilities Water	\$40.66			
930.000 - Land & Building Improvements	\$1,832.87			
935.000 - Liability/Property Insurance				
940.000 - Equipment Rental	\$101.30			
956.100 - Education & Training				
970.000 - Capital Outlay				
991.600 - Principle/LOSB Loan Payment	\$5,250.00			
992.000 - Interest				
Monthly Payroll	\$9,598.69			
	\$20,112.38	\$1,000.00	\$0.00	\$19,112.38

Budget and Finance Committee

April 24th meeting to be rescheduled

Digital Sign Committee

No updates were provided at the time of this writing.

Building Committee

April 24th meeting to be rescheduled

Strategic Plan Committee

No updates were provided as of the time of this writing.

Millage Committee

No updates were provided as of the time of this writing.

HR Committee

No updates were provided as of the time of this writing.

Parade (Evergreen Festival) Committee – Ad Hoc

No updates were provided as of the time of this writing.

Ad Hoc Committee

Is there a need for an additional ad hoc committee at this time?

Please note: The discussion of activities, metrics, and expenses reflects the prior month's goings-on. For example, this December Director's Report reflects what was accomplished for the month of December.

Staff Highlights

James has been keeping MeL running smoothly by fixing RIDES reports immediately. He resolved an issue with in-transit items missing - it was taken care of promptly.

Megan M. set up Read Squared, a free library app that will make signing up for programming more streamlined. She crafted a large butterfly display and prepared her soil mate program. Her adult program had 16 attendees out of the 20 that signed up. Megan and I packed over 100 trees for our patrons from the free trees program. She attended Family Night and talked to kids and parents about Summer Reading and the library.

Steve S. created a new tool for book straightening, keeping our shelves looking pristine. He put together Ms. Cyndi's shelving in record speed and helped James to get it installed. Steve is on top of keeping MeL books circulating in and out of the library.

Violet H. finished her kite stem kits for circulation. She brought in plantable paper flowers with seeds. We have already given out over 100.

Cindy H. prepared materials for family night, she set up passive programming including a very popular pokemon scavenger hunt - kids come to the library specifically for her passive programming. Cindy attended family night.

Grace J. has been on top of handling patron requests, paging, and finding lost books - she was able to resolve a RIDES issue by finding a lost book this past month.

Abby N. has been more and more involved in story hour. She is learning canva and basics for marketing. She will take over story hour after the summer - as she has experience leading classrooms of kids that age. Abby cleaned out the back area cupboards.

Kathy Fiebig cleaned out the gardens, planted a beautiful tree for Cyndi McCain, and installed a floating shelf over the fireplace. A staff meeting was held early in the month, regular staff meetings will be held monthly after board meetings. We have cleaned out the community room cupboards and the back area has been started. Family Night was successful! We had lots of positive interactions with the community and interest in Summer Reading. We gave out a lot of stickers, chip clips, pencils and more! I would like to make the table more exciting next year. Story walk and gravel quotes are in process.

Millage Renewal Proposal

The millage renewal proposal was sent to the lawyer and updated. It is ready for board approval.

MMLL Summer Reading Grant

I applied for a \$1,000 grant for summer reading through MMLL to cover the costs of programming and we were selected for funding. It will be used to cover the costs (\$990) of programming from dynamic assemblies for SRP that include a marvel comic illustrator and a blow up planetarium.

ServePro Audit

We are able to obtain a free safety audit report from serv pro who will also craft us an emergencies booklet - giving staff up-to-date and detailed information on handling emergency situations and contact information.

Employee Handbook

Our handbook was reviewed by Jen at the MMLL. It was suggested that we have Foster and Swift look over our manual prior to board approval. Cost was estimated at 2000-5000 dollars.

K&R Cleaning LLC

Roger Knapp and his company were hired to start cleaning the library on May 18, 2024. His price is \$600 a month but includes buffing the community room floor (\$1915.69 total) and deep cleaning the carpets once a year. He is insured and I called the city buildings for references. Everyone is happy with his service.

Cyndi McCain's Memorial

James worked with Jim and his grandkids to set up a date for our memorial for Cyndi. Cindy and Abby finished inventory and weeding the section - the shelving is installed. Melissa and James Rohen IV donated a beautiful tulip tree and plaque which were both planted in the back by Kathy Fiebig.

Lettering

Lettering on the building was purchased from Image360 after obtaining quotes from Valley City Signs and Viking Sign Solutions. Image360 had the cheapest quote at \$1626.83 followed by Valley City at \$1738.00. Another quote was obtained from Viking Sign Solutions but it was over 2000 for acrylic lettering from their company. Installation was completed on 5/1/2024.

Metrics

Metrics will be presented when available.



Board of Trustees Nominations: April 2024

Officer Positions

2023 Officers:

President: Lyndsey Eccles

Vice President: Melissa Tonn

Treasurer: Kylene Nix

Secretary: Bette Newell

2024 Officers:

President: Lyndsey Eccles

Vice President: Kylene Nix

Treasurer: Shay Thompson

Secretary: Laura Dahlquist



SCHEDULE OF EVENTS
May & June 2024

Board Meeting: Tuesday, May 7th at 6:00pm; Tuesday, June 4th at 6:00pm

Story Hour Every Wednesday @ 11:30am:

May 1: Police visit/Summer Safety
May 8: Meet Abby Day
May 15: Camping
May 22: Reading with Judd (therapy dog)
May29: Final Story Hour Party

Scrabble Second and Fourth Monday @ 1:00pm:

May 13th & 27th
June 10th & 24th

Reed City Readers Book Club

Thursday, May 9th at 6:00pm – The Seed Keeper by Diane Wilson
Thursday, June 13th at 6:00pm – West with Giraffes by Linda Rutledge

Active Programming

Saving for College May 14 @ 6:00 PM

- Michigan Educational Trust will be at RCADL teaching parents how to save for their children's college education.
- All ages welcome, no registration

Cyndi McCain Memorial Dedication

Tuesday, May 21st, 4pm to 6pm

- Open house for the unveiling of the plaque and new shelving in the JE section.
- Memorial tree also will be available for viewing out in the back area.

READSquared Night

Tuesday, May 21st, 4:30pm to 6:30pm (community room)

- Information and instructions for signing up for the Read Squared program that we are using for Summer Reading and other programs in the library.

What's the Buzz @RCADL May 28th 5pm to 6pm

- Kathy Fiebig will do a presentation about the 2023 garden renovation.

Passive Programming

Runs throughout the month unless otherwise specified

May: Guess the number...

- Theme: Dinosaurs
- Prize: Lego Dinosaur
- Open to all ages

May: Scavenger Hunt...

- Theme: Flowers/Colors
- Prize: Crayon Rocks
- All ages

May Pillar/door: Book Cover vs Movie Cover

- Will run all month
- Patrons...
- Prize:

May Take and Make:

- Violet is managing this project - Kite Kits

June: Scavenger Hunt...

- Theme: Farmer's Market
- Prize: Cloth Bag
- All ages

June Pillar/door: Would you Rather

- Will run June/July and August will be changing the questions all summer long for patrons to vote.
- Patrons...
- Prize:

June: Guess the number...

- Theme: Seeds - guess the weight
- Prize:
- Open to all ages

Closures

Monday, May 27th - Memorial Day

Wednesday, June 19th - Juneteenth
