

LIBRARY BOARD OF TRUSTEES MEETING

WILL BE HELD BY JOINING INFO:

meet.google.com/dqo-pakr-djh

Join by phone +1 443-671-4780

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
AUGUST 26, 2020
7:30pm**

I. CALL TO ORDER –

Meeting was called to order by Weins at 7:30pm

Members present: Weins, Steffey, Duhaime, Lisica

Member excused: Powers

Library staff present: Director, Thomas, Assistant Director: Goike

Friends of the Library Representative: Willis

II. APPROVAL OF AGENDA

Motion made by Weins to approve agenda with addition of item 2 under C. OTHER , 2nd by Steffey to approve. Motion approved.

III. APPROVAL OF MINUTES

Motion made by Weins to approve minutes of the July 29, 2020 meeting, 2nd by Duhaime. 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.

IV. FINANCIAL REPORTS

A. Monthly expenses and revenues – as of August 20, 2020

Weins noted continued fiscal stability with no outstanding issues except with continued Administrative Fee issues with the city.

Weins made motion to receive and file as presented, 2nd by Duhaime. Motion approved.

B. Monthly fund report – City printout – as of August 20, 2020

Revenue and Expenditure Report received dated August 31, 2020 for the period ending August 20, 2020.with

C. City Treasurer report – as of July 31, 2020

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

VI. BUSINESS

A. OLD

1. Approve minutes of special meeting – attachment

Motion made by Steffey, 2nd by Duhaime to approve minutes of special meeting with City of New Baltimore and city attorney on August 13, 2020.

Motion approved.

2. Discussion of special meeting – attachments

Weins presented an overview of meeting with city officials and presented a Letter of Understanding to submit to the city attorney.

After discussion, a motion was made by Weins to send the Letter of Understanding to the city attorney to verify the points in the letter and expect a reply within 2 weeks after which the library board will examine the issue again. Motion was 2nd by Lisica. Motion approved.

B. NEW

1. Approve reappointment of Sharon Steffey for 5 years

Motion made by Weins to maintain Steffey's participation as a board member. Motion of support was a 2nd by Duhaime. Motion carried.

2. Elect new President

Tabled

3. Elect new Vice President

Tabled

4. Approve City's Implicit Bias training - \$400 for FT staff - attachment

Program on learning how to effectively communicate and respond in critical incidents are key to ensuring a positive outcome. Presentation is by Prat LLC.

City staff are participating including library staff. Cost is \$100 per person. Motion made by Lisica, 2nd by Weins. Motion approved.

5. New Director recruitment process

Meeting to be scheduled to review posting.

6. Library goals for next 2-5 years –

Written attachments shared:

- *MacDonald Public Library: Goals for 2021-2025*
- *Two to five Year Goals – August 2020*
- *Subject Goals and Professional Development (Children's Room)*

C. OTHER

1. Communication – Joe Powers

Letter of resignation from the Library Board. He expressed his appreciation of participation for 30 plus years to maintain and improve library service to the community.

The board members expressed their appreciation of his service and contribution of skills to the MacDonald Library of New Baltimore.

2. Library Board President position

Due to the vacancy of board presidency, a motion was made by Steffey and 2nd by Lisica to authorize the board treasurer to sign business documents until new board president is elected. Motion approved.

VI. ANNOUNCEMENTS, INFORMATION, ETC.

A. Friends report – M Willis

Fundraising plans are in process for a silent auction and sale of Christmas wreaths.

B Renovation project update

Project is done except for doing a punch list review.

D. Reopening report

Staff meeting will be held to examine strategies

D. Children's room update – July & August –

MPL Children's Room Newsletter was shared.

E. Donation report - \$61,359.00

F. OTHER

ADJOURN

Motion made by Weins, 2nd by Lisica to adjourn at 8:40pm. Motion approved.

NEXT MEETING DATE – SEPTEMBER 23, 2020 at 7:30pm

APPROVED 9/23/2020