

APPROVED 2/26/2020

**LIBRARY BOARD OF TRUSTEES MEETING
January 22, 2020**

MINUTES

- I. CALL TO ORDER
Meeting called to order at 7:30 pm by Powers
Members present: Powers, Weins, Lisica, Duhaime, Steffey
Library staff present: Director: Thomas,
Friends of the Library: M. Willis
- II. APPROVAL OF AGENDA
Motion made by Lisica to approve agenda as presented, 2nd by Steffey.
Agenda approved.
- III. APPROVE OF MINUTES
Motion made by Weins, to approve the minutes as presented, 2nd by Powers. Minutes as presented were 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 comments.
- IV. FINANCIAL REPORTS
A. Monthly expenses and revenues – as of 01/20/2020 --Sandi's report
Motion made by Weins, 2nd by Powers to accept financial reports as presented.
B. Monthly Fund Report – City Printout –
Report received dated 01/21/2020 for the period ending January 31, 2020.
C. City Treasurer report –
Report dated November 30, 2019 was received.
- V. BUSINESS
A. OLD
1. Approve updated policies – Clerk & Children's Librarian only
Job description of PT circulation clerk position dated 10/16/19 and FT children's services librarian dated 10/16/19 was presented. On motion by Lisica to approve and 2nd by Powers, the motion was approved.
2. Overpayments for 2018-2019 – B. Weins
No updated information has been provided by the city to bring the issue to a resolution.
- B. NEW
1. Anchor Bay Chamber sponsorships

Sponsorship request was discussed. The conclusion was that the proposal was outside the sphere of library activity.

2. Book group bags, books – S. Steffey
Steffey and Thomas presented a service offered to promote book club/groups. Main feature is a multiple copy title checkout in a book bag for use by the club/group. Other libraries have such a program. Added information was requested.
 3. Hoopla
Thomas presented consideration for this streaming service that allows borrowing movies, music, audiobooks, ebooks, comics and TV shows to use on a computer, tablet, or phone or TV. Cost and variety was a consideration beyond current library offerings. Board requested further research.
- C. OTHER

VI. ANNOUNCEMENTS, INFORMATION, ETC.

- A. Program stats and upcoming events, programs, Children’s Room News
 - . Children’s Room Newsletter was shared
 - . Highlights of activities were presented
 - . The children’s librarian is continuing school visits
 - Calendar of February programs was distributed
- B. Friend’s Report – M. Willis
 - . The Friends are providing a staff party on January 31st
 - . Board member will receive an email copy of the Friends meetings
 - .The Friends will provided \$2788.00 for library reading programs
- C. City grant writer – Cary Thompson
The city has hired a grant writer. The library is looking to participate in using his services.
- D. Fine free weeks
Was held the last week of December and first week of January.
- E. “Library Notice” –
The Suburban Library Cooperative sent personal emails as a promotional item on the benefits of the library – total cost saved
- F. BJ’s memberships
The library will receive \$5.00 for each signup as a promotion
- G. Michigan Notable 2020 books
Display was set up for these titles
- H. Donation report
Current total is \$ 61,150.00
- I. Census info
Training for census workers will take place in March at the library
- J. Go Library Card Discount program
Program will provide discounts to library card holders.
- K. Other

VII. ADJOURN

Meeting adjourned @ 9:00 pm

VIII. NEXT MEETING DATE - Wednesday February 26, 2020 @ 7:30 PM