

Flat Rock Public Library
Board of Directors Meeting
Minutes January 18, 2023

Meeting called to order at 4:33pm

I. ROLL CALL OF MEMEBERS:

Present: Dave Beddingfield, Tina Page, Tom MacDonald, Wendy Clark, Krystal Caasi

Excused: Adrienne Clements

Guests: Michael Cummings, Library Director

II. APPROVAL OF AGENDA:

Motion by Beddingfield, supported by MacDonald to approve Agenda. Motion Carried unanimously.

III. APROVAL OF MINUTES:

Meeting of November 16, 2022. Motion by Clark supported by Page. Motion Carried unanimously.

IV. Financial Report:

A budget amendment to pay for computers is needed. Old computers are being sold. Only one left for sale. The money collected for sale will be placed in donations or program fees. Motion to accept report as printe4d by Page. Supported by Clark. Motion Carried unanimously.

V. PUBLIC COMMENTS:

None.

VI. Old Business:

Building Update

1. Secretary Ohare – Create a certificate to be presented at a council meeting by a member of the Board.
2. Policy – Break/Lunch -leave as is. Two 15-minute breaks. 30-minute lunch at 8 hours. Stackable with permission as staffing allows.
3. TLN – Patron Type – Now Gen Low – changed from ultra-low. There were glitches at the new year that have since been corrected. Previous \$5 cut off for checking out books is now \$15. More books can be checked out at once.
4. Entry -Front Doors – tripping DPS temporary fix of leveling bricks and out down carpet. Going to need to re do bricks or repour cement. Possible re pour and stamp?
5. Water Fountain – Small cost to replace. Not a lot of people to fix it. Use Campbell? Have city hall request it and have library pay for it. Going to get a quote for fountain with water bottle filling station.
6. Interior Painting – City looking into estimate? Jeff had it on his list, but he is leaving. Looking to brighten up. No plans to change wallpaper.
7. Carpet Cleaning – In February new carpet? Painting should be done first. Looking into carpet cleaning possibilities since new carpet is not likely to be very soon. Who chooses carpet colors?

VII. **New Business**

- 1. Library Board Officers: W. Clark
- 2. Policy – Book revisions – someone to go through the books with Michael. Ohare had previously stated they need to be looked over. Date and revision dates need updated.

VIII. **Youth Report**

- 1. None- all programs ran strong last year.

IX. **Directors Report**

- 1. Computer- replacement/phones – all replaced, phones have been glitching.
 - A. IT Personnel- Dennis working remotely a few weeks at a time.
- 2. Clean Net – (cleaning crew) reviewing work – supposed to be 6 days a week – only coming 5 previously. Sent us a list of tasks. Staff is good, list needs to be checked.
- 3. Landscape update – Remer does snow. \$120 per snow. Landscape guy on track for an early clean up.
- 4. Programs – no changes – Marty Gitman moving – coming before he does about Detroit Tigers in the spring.
- 5. Front Door – Michael and Jeff had talked about replacing doors. Americans Disability Act Grants? Block grant?
- 6. COVID Test kits – Still getting them.

X. **Correspondence**

None.

XI. **Public Comments**

None.

XII. **Board Comments**

Page – changing tables in the bathrooms replaced? Can DPS do this?
MacDonald – Happy W. Clark Re upped and returned to the Board.

XIII. **Adjournment** - Beddingfield Motion to adjourn at 5:47pm. MacDonald Supported. Motion carried unanimously.

President _____

Secretary _____
