**Flat Rock Public Library**

**Board of Directors Meeting**

**Minutes January 17, 2024**

Meeting called to order at 4:34pm

1. **ROLL CALL OF MEMEBERS:**

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

Excused:

Guests: Michael Cummings, Library Director

1. **APPROVAL OF AGENDA:**

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

1. **APROVAL OF MINUTES:**

Meeting of November 17, 2023. Motion by Page supported by MacDonald. Motion Carried unanimously.

1. **Financial Report:**

Motion to approve budget amendments pending TIFA approval by Clark, supported by Beddingfield. Motion carried unanimously.

Motion by MacDonald supported by Page to approve the financial reports as printed. Motion Carried unanimously.

1. **PUBLIC COMMENTS:**

**None.**

1. **Old Business:**
2. Hoopla – invoices are between $400-$450. A future budget amendment will be needed for the changes to the next budget. Was about $100-$200 a month.
3. Credit Card – previously discussed. $2.50 minimum charge to use a card. Need be the library could use City Hall online under emergency services and it would be credited to the correct place.
4. **New Business**
5. Defibrillator – installed 1-16-2024 in the white cabinet and is ready to go. Training happened in the past and the machine gives instructions when used. Deputy Fire Chief will send a video to be watched later as needed. Battery has about a 5 year life span. Emergency lights In the library are all functioning.
6. On-line library card – some libraries offer online library cards that are temporary for 30 days so that Libby and other apps can be used. Must come in person and show ID within 30 days.
7. Building Generator – other city buildings have generators. City Mayor and IT Dennis agreed it would be worth looking into. Director will look into estimates/quotes.
8. **Youth Report**
9. Nothing yet. Season is just starting. Last season ended with a group of about 100 at last event.
10. **Directors Report**
11. Building –

Carpet – on hold pending the door installation

Entry Doors – final measurements were done. Waiting for the doors to be fabricated

Painting – two vendors have dropped out of the bidding process. One other has not had contact since before the holiday season.

1. Patron Printing – upgraded – money is applied to the library card instead of the printer and can be used at any library in the TLN network.
2. CPR Staff cards have arrived. One needs to be re sent
3. Cleaning Contract – the newspaper did not run the ad for unknown reasons. Only 2 bids currently. If we run the ad the date of submission needs to be pushed back.
4. Covid Test Kits – last shipment disappeared. We got the next one and do half about half a shipment left. They are being picked up at a decent rate. Getting more may be delayed in the future.
5. Activities
	* 1. Recent - Cherise Villanueva-Johnson 15 people, Nora Jones cancelled , Euchre cancelled, Ice Cream Cone Christmas event 50 people, 4H
		2. Dan Grajek Author – Moon People – Thursday 1/25 @ 630pm
		3. Puzzle Swap – office full of puzzles to choose from
		4. Various Clubs – Game events conversations happening. Red Cap group, quilting and crochet group coming in.
		5. Reading Challenges – donations of gift cards for prizes. About 20 people last year.
6. **Correspondence**

**None.**

1. **Public Comments**

**None.**

1. **Board Comments**

More policy items to come to future meetings. MacDonald – great job Connie on programs!

1. McDonald Motion to adjourn at 5:06pm. Supported by Clark. Motion carried unanimously.

President \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Secretary \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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