

**Flat Rock Public Library
Board of Directors Meeting
Minutes January 19, 2022**

Meeting called to order at 4:52 p.m. by Vice-President Clark

I. ROLL CALL OF MEMBERS:

Present: Adrienne Clements, Wendy Clark, Tina Page (arrived at 5:10)

Excused: Tom MacDonald, Dave Beddingfield

Guests: JoAnn Beard, City Treasurer, Susan and Keith Huntley (Friends of the Library), Michael Cummings, Library Director

II. APPROVAL OF AGENDA:

Motion by Clements, supported by Clark to approve the Agenda. Motion carried

III. APPROVAL OF MINUTES: Meetings of 11-17-21

Motion by Clements, supported by Clark to approve the 11-17-21 minutes as presented. Motion carried.

IV. FINANCIAL REPORT: Joanne Beard, City Treasurer explained TIFA and the State of Michigan changes in several library account numbers, effective July 1, 2022. Some accounts will be combined and some will be renamed.

Revenue and Expenditure Report and Balance Sheet for period ended 12-31-2021 reviewed.

Motion by Page, supported by Clements to approve the 12-31-21 Financial Reports as presented. Motion carried.

V. PUBLIC COMMENT: Sue Huntley inquired who issues the directives regarding masks and signage for masking. It is a City directive sign on our door.

VI. OLD BUSINESS:

1. Electronic Sign: the old cracked sign has been removed. Anticipate new sign will be operative by month end

2. Minimum Wage Explanation: take a good look at current pay rates, see if they agree with our city and other cities. Review before budget prep.

3. Review/Approve Policy 3.20 Computer Use:

Motion by Clements, supported by Page to approve Policy 3.20 as presented. Motion carried.

4. Computer Replacement: 2 or 3 computers are dying. Work with IT Dennis to replace as soon as possible. Make schedule for replacements working within budget and time constraints. Table

5. Clarification of TIFA Capture: see Financial Report

6. Budget realignment – per State request/requirement: see Financial Report

VII. NEW BUSINESS:

1. Library Board Election: MacDonald and Beddingfield not present. Table

2. Strategic Planning Update: Think of items that should be added.

Motion by Page, supported by Clements to Table. Motion carried.

VIII. YOUTH REPORT: There were over 100 participants in the Holiday Program, Gingerbread House. Excellent job.

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Page 2 of 2**

IX. DIRECTOR’S REPORT: (see attached)

1. Building Improvement Plan Update – To Do list in order of importance: Director will begin to update building within budget constraints. Request bids on front doors, carpeting, chair cleaning and painting. Parking lot repair will be done in the spring.
2. School Board Update: Page will accompany Cummings to schools, if requested
3. Board is encouraged to frequent the library and its various programs. “Prohibitions Proving Ground (Rum Runners)” will be held Feb. 17th. Joe Grimm will present “Faygo & Coney’s” May 6th at the Community Center.

X. CORRESPONDENCE: None

XL. PUBLIC COMMENT: None

XI. BOARD COMMENTS: Sincere sympathy to President MacDonald on the loss of his brother.

XII. ADJOURNMENT:

The next meeting will be held on Wednesday, March 16, 2022 at 4:30pm. There being no further business to discuss a motion was made by Clements, supported by Page to adjourn the meeting at 6:14 p.m.

Respectfully submitted,

Marie O’Hara
Recording Secretary

Thomas MacDonald, President

Date

Tina Page, Secretary

Date