

**Flat Rock Public Library
Board of Directors Meeting
Minutes January 20, 2021**

Meeting called to order at 4:51 p.m. by President MacDonald via ZOOM.

I. ROLL CALL OF MEMBERS:

Present: Tom MacDonald, Dave Beddingfield, Adrienne Clements, Wendy Clark

Excused: Sally Carter,

Guests: Susan Huntley, Library Director Michael Cummings

II. APPROVAL OF AGENDA:

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

III. APPROVAL OF MINUTES:

Motion by MacDonald, supported by Clark to approve the November 18, 2020 minutes as presented. Motion carried.

IV. FINANCIAL REPORT: Revenue and Expenditure Report for period ended 9-30-20 reviewed.

Motion by Beddingfield, supported by MacDonald to approve the Financial Report. Motion carried.

V. PUBLIC COMMENT: Susan Huntley had several questions via Zoom.

1. Inquired if the Library had a Covid specific policy. Yes, we adopted the City Policy. It is housed in the FRPL Policy & Procedure Manual.
2. Friends of the Library: are they able to meet in person. Yes, but not more than 5 or 6 in the Activity room. May also meet via Zoom at the same time.
3. Cares Act Dollars: Can the library purchase Hot Spots to loan out? Where are the FRPL dollars? Received some money in August. Unable to submit request until August 2021. Director will discuss with IT and survey for the need to purchase electronic items.

VI. OLD BUSINESS:

1. Fines: Continue for lost items, no overdue fines.
2. Rentals: Patrons utilizing other libraries that do not charge. Director suggested we remove rental fee policy to see if the numbers increase.
Board requested we expand Overdrive and spend all of the dollars allocated for Adult collection.

Motion by MacDonald, supported by Beddingfield to discontinue fee for Rentals to see if there is an increase in rental activity. Motion carried.

VII. NEW BUSINESS: None

VIII. YOUTH REPORT: (Attached)

Very active group with many wonderful activities and projects throughout 4 months. Great job!

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IX. DIRECTOR’S REPORT: (Attached)

- Covid update: following city and state compliance. No complaints received. Patrons want the library back to normal.
- Building Issues: The furnaces have been replaced or inspected and approved.
- Alarm/Sprinkler System Update: Alarms inspected and approved. Fire Sprinkler system is old and rusting out. Leaks were repaired. Received Ace Sprinkler quote for Fire Sprinkler System – Dry Valve, Compressor, and Pipe Replacement. Board requested Director to get one more bid. Place on March agenda.
- Staffing: Hired one new clerk but still short staffed. Current employees picking up hours.
- Received 7 donations totaling \$305 in memory of Ruth Vack.
- Snow Removal: Set contract with Reemer \$60 (+) ea occurrence
- Lawn Service: Requested service through Facebook. Place on March agenda.

X. CORRESPONDENCE: None

XI. BOARD COMMENTS: None

The next meeting will be held on Wednesday, March 17, 2021 at 4:30pm. There being no further business to discuss a motion was made by MacDonald supported by Clements to adjourn the meeting at 5:40 p.m.

Respectfully submitted,

Marie O’Hara
Recording Secretary

Thomas MacDonald, President

Date

Sally Carter, Secretary

Date