

Flat Rock Public Library
Board of Directors Meeting
Minutes November 16, 2022

Meeting called to order at 4:33pm

I. ROLL CALL OF MEMEBERS:

Present: Dave Beddingfield, Tina Page, Tom MacDonald, Adrienne Clements, Krystal Caasi

Excused: Wendy Clark

Guests: Michael Cummings, Library Director

II. APPROVAL OF AGENDA:

Motion by Page, supported by Clements to approve Agenda. Motion Carried unanimously.

III. APROVAL OF MINUTES:

Meeting of September 21, 2022. Motion by MacDonald supported by Page. Motion Carried unanimously.

IV. Financial Report:

More computers should start coming through soon.

Motion by MacDonald supported by Clements to approve the financial reports as printed.

Motion Carried unanimously

V. PUBLIC COMMENTS:

None.

VI. Old Business:

Building Update

1. Landscape - Fall clean up already done. Working to get on a set schedule with gentlemen doing the work and received Bids. He turned in bids for fall clean up and monthly clean up. Issue with checks issued for payment for company name vs his name (Scott)
2. Building Façade – City hall working on bricks
3. Parking Lot – Local History
Jeffries Paving. Painted the stripes in front of the door. Roughly \$1000 estimated coming from Local history. (about one sixth of cost)
4. Front Doors – waiting on parts they are fabricating

Computer replacement schedule

1. Youth computers and in and running. Almost all the adult computers are ordered.

Revise

1. Voted last meeting to hold off. Still holding off - recommendation by Library Director Michael Cummings. Agreement to follow by Board.

Covid Test Kits

1. People are still taking them. Our supply is still good for a few months.

Christmas Holiday

1. The two Fridays before Christmas and new years off was voted no by employees. Lesser staff or possible hour changes but we will be open December 23rd and December 30th. In the future for days closed, please post closing for public notice sooner. On the door and sign if possible.

VII. New Business

1. Policy – Break -Clarification on breaks is needed. Board reads the policy as breaks are not combinable with lunch break. Board is not saying can or can not and are looking into OSHA standards. Will be discussed as needed in the future. If library is staffed adequately board is fine with choices by staff. Board also says voting should be done by staff. Board will make a ruling if intervention is needed but wants it to be decided by staff internally. For time being 15-minute breaks and the 30-minute lunch should be taken separately unless a decision otherwise is made.

VIII. Youth Report

1. Nothing for now- holding off till January meeting

IX. Directors Report

1. Hoopla/Overdrive - Hoopla use is increasing by month since starting its use in June 2022. Mostly per use price. Overdrive is roughly the same from the September to October usage report. Lots of regular users and similar usage to other local libraries. One fee for everything.
2. Programs – January: 1/19 Game Night Pictionary 1/26 Author Steve Rhinelander Poutine and Gin February: 2/16 Michigan Educational Trust MET/MESP Collage Savings Program 2/23 Game Night Password March: 3/16 Game Night Uno 3/23 Author Patti Smith – Michigan Beer History April: 4/20 Game Night – Trivia May:5/18 Game night Puzzle Challenge (all programs are scheduled as evening programs with times to be determined)
3. TLN – Patron Type - Michael spoke with today and they will change the type at the new year.
4. Holiday Hours – The holiday hours were voted down by staff.
5. Front Door – when walking up towards the door there is a spot people were tripping. DPS repaired outer edge. They fixed it very quickly.

X. Correspondence

None.

XI. Public Comments

None.

XII. Board Comments

Page – Is there an option to register online for library cards? Not currently

Beddingfield – Happy Holidays to everyone

MacDonald – Happy Holidays to everyone. Thank you to Marie O Hare for her years of service. Welcome to Krystal Caasi. Is there a way to do an acknowledgement on the city page for Marie O Hare?

Dates for 2023 meetings-

1/18/23
3/15/23
5/17/23
7/19/23
9/20/23
11/15/23

XIII. **Adjournment** - Page Motion to adjourn at 5:53pm. MacDonald Supported. Motion carried unanimously.

President _____

Secretary _____
