

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

Meeting called to order at 4:35 p.m. by President MacDonald

I. ROLL CALL OF MEMBERS:

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

Excused: Wendy Clark,

Guests: Michael Cummings, Library Director

II. APPROVAL OF AGENDA:

Motion by Page, supported by MacDonald to approve the Agenda. Motion carried

III. APPROVAL OF MINUTES: Meeting of 1-19-22

*Motion by MacDonald, supported by Beddingfield to approve the minutes as presented.
Motion carried.*

IV. FINANCIAL REPORT: The State of Michigan has made changes whereby some library accounts will be combined and some will be renamed, effective July 1, 2022. The City Treasurer will meet with the Directors to explain and discuss their budget. Due to the impending changes the budget will not be discussed by the Library Board until after the meeting with the Treasurer. The Library Board may need a Special Budget Meeting by May.

Revenue and Expenditure Report and Balance Sheet for period ended 2-28-2022 reviewed.

Motion by Beddingfield, supported by MacDonald to approve the Financial Reports as presented. Motion carried.

V. PUBLIC COMMENT: None

VI. OLD BUSINESS:

1. Electronic Sign: operational. Library staff learning programming techniques.
2. Computer Replacement: would like to eventually replace all, present estimated cost \$26,000. Director looking at Grant opportunity soon with LSTA (Library Services and Technology Act).
3. Closed Session – Staff Wages

VII. NEW BUSINESS:

1. Library Board Election of Officers: President, Vice President and Secretary

Motion by Beddingfield, supported by Page to nominate MacDonald for President.

Motion carried

Motion by Page, supported by MacDonald to nominate Beddingfield for Vice President.

Motion carried.

Motion by MacDonald, supported by Beddingfield to nominate Page for Secretary.

Motion Carried

Motion by Clements, supported by Page to elect MacDonald as President, Beddingfield as Vice-President, and Page as Secretary. Motion carried.

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2. Strategic Planning Update: Think of items that should be added.
Motion by Page, supported by Clements to Table. Motion carried.
3. Gibraltar Contract: signed.
4. HOOPLA: Library streaming service for movies, books. Cost \$5,000. Each patron able to rent 5 items per month.
Motion by Page, supported by Clements to purchase HOOPLA. Motion carried
5. Budget: Realignment per state request/requirement. Table until after Director's meeting with Treasurer.
Motion by MacDonald, supported by Beddingfield to table the Budget to the May (or Special) meeting. Motion carried

VIII. YOUTH REPORT: City Hall is very pleased with the variety of activities and the number of participants that Biccum provides. Felt they were astonishingly well presented with more than 100 participants. The Easter "Crayons" Holiday Program is fast approaching.

IX. DIRECTOR'S REPORT: (see attached)

1. Building Improvement Plan Update:
 - Director working with City Hall to replace entry doors.
 - Carpeting has been cleaned. Consider replacement next year.
 - Painting next large project.
 - Parking lot repair will be done in the spring. Requesting quotes

Motion by Page, supported by Clements to approve seal coat of the parking lot not to exceed \$5,000. Motion carried

 - Landscaping: Workingman will bring bid for the year and spring cleanup
 - Interior Paint: Stathakis no longer paints, City will provide a local painters name
 - Side walk pavement, pavers: working with the City for a resolution
 - Gutters: completed yesterday by Remer Construction
2. School Board Update: increase of high school patrons noted, also a "field trip"
3. Library Awareness – Community: Ruffled a donated basket, S&J Cupcakes will be here April 2nd from 1-3 to read a story. \$50 donation
4. Programs Joe Grimm/Dale Carlson/WSU Press: restructuring program to work more closely with Community Center. Joe Grimm has been rescheduled from May 6 to fall.

X. CORRESPONDENCE: None

XL. PUBLIC COMMENT: None

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BOARD COMMENTS: MacDonald thanked everyone for their kind words and cards on the loss of his brother.

XII. ADJOURNMENT:

The next meeting will be held on Wednesday, May 18, 2022 at 4:30pm. There being no further business to discuss a motion was made by MacDonald, supported by Page to adjourn the meeting at 6:05 p.m.

Respectfully submitted,

Marie O'Hara
Recording Secretary

Thomas MacDonald, President

Date

Tina Page, Secretary

Date