

**Flat Rock Public Library  
Board of Directors Meeting  
Minutes Mach 17, 2021**

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Meeting called to order at 4:41 p.m. by President MacDonald

**I. ROLL CALL OF MEMBERS:**

Present: Tom MacDonald, Dave Beddingfield, Adrienne Clements,

Excused: Sally Carter, Wendy Clark

Guests: Susan Huntley, Library Director Michael Cummings

**II. APPROVAL OF AGENDA:**

*Motion by MacDonald supported by Beddingfield to approve the Agenda. Motion carried*

**III. APPROVAL OF MINUTES:**

*Motion by MacDonald, supported by Beddingfield to approve the January 20, 2021 minutes as presented. Motion carried.*

**IV. FINANCIAL REPORT:** Revenue and Expenditure Report for period ended 2-28-2021 reviewed.

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

**V. PUBLIC COMMENT:** Susan Huntley reminded the Board to:

1. Look at the E-manual, TLN online classes for trustees and staff.
2. How do we get our money from the American Rescue Act?
3. There were 10 Friends at this month's meeting.
4. She feels the library needs a new Web Site as this one is outdated. The Director agrees, will ask our ET Dennis to work with him on a new one

**VI. OLD BUSINESS:**

1. Fines: Continue charging for lost items, no overdue fines.
2. Rentals: Patrons utilizing other libraries that do not charge. Continue running pilot program. No surge in rentals.
3. Landscape Update: 3 estimates for Library Landscape Enhancement reviewed. After discussion Turf Concepts was approved.

*Motion by MacDonald, supported by Clements to award the bid to Turf Concepts for \$9,668.79. Motion carried.*

4. October Minute Correction (Approve Covid Policy): Policy was approved in October but no formal motion made.

*Motion by MacDonald, supported by Beddingfield to approve the Administrative Policy "Library Reopening Policy After Pandemic Closure" Section 4.40. Motion carried.*

5. Ruth Vack Donations: A plaque in her honor was hung in the library entry hallway. Donations in her memory were also distributed to the Children's librarian. Her family is very appreciative.

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**VII. NEW BUSINESS:** None

**VIII. YOUTH REPORT:** Youth Librarian is doing Story Time online. Summer Reading program, Story Time, a Book Tasting Event (15 Middle Schoolers have signed up), Unicorn Summer Reading program are very active programs. Things going well. Facetime scheduled with Senator Geiss on Tuesday.

**IX. DIRECTOR'S REPORT: (Attached)**

- Building Update: Furnace Update – smell from furnace was result of dirty filter. Superior to change every 6 months.  
Sewer Line – backup in bathrooms, result of broken pipe approx. 25 to 50 feet away. Approx repair cost \$2,500 - \$10,000. Work with City Hall to determine our responsibility.  
Roof Leak – 2 leaks caused by ice jams. Reamer repaired at no charge.
- Alarm/Sprinkler System Update: Dry valve, compressor, and pipe replacement quote of \$48,600 by Ace Sprinkler. Director will clarify pipe replacement with Mr. Theisen.

*Motion by Beddingfield, supported by Clements to award the bid to Ace Sprinkler to fix the Fire Sprinkler System, cost not to exceed \$48,600. Motion carried.*

- Staffing Update: still short staffed
- Budget: no discussion

**X. CORRESPONDENCE:** None

**XI. BOARD COMMENTS:** Happy Easter

The next meeting will be held on Wednesday, May 19, 2021 at 4:30pm. There being no further business to discuss a motion was made by Beddingfield, supported by MacDonald to adjourn the meeting at 6:13 p.m.

Respectfully submitted,

Marie O'Hara  
Recording Secretary

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Thomas MacDonald, President

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Date

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Sally Carter, Secretary

\_\_\_\_\_  
Date