

**Flat Rock Public Library  
Board of Directors Meeting  
Minutes May 19, 2021**

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Meeting called to order at 4:34 p.m. by President MacDonald

**I. ROLL CALL OF MEMBERS:**

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

Excused:

Guests: Library Director Michael Cummings

**II. APPROVAL OF AGENDA:**

*Motion by Carter, supported by MacDonald to approve the Agenda. Motion carried*

**III. APPROVAL OF MINUTES:**

*Motion by Beddingfield, supported by MacDonald to approve the March 17, 2021 minutes as presented. Motion carried.*

**IV. FINANCIAL REPORT:** Revenue and Expenditure Report for period ended 4-30-2021 reviewed.

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

**V. PUBLIC COMMENT:** None

**VI. OLD BUSINESS:**

1. Update: Fines, Rentals: Continue charging for lost items, no overdue fines. Resume charging fines in July. Rentals: Patrons utilizing other libraries that do not charge. Charge for new rentals until July.
2. Landscape Update: Will begin working tomorrow, 5/20/21.
3. MLK Policy: no policy in the P&P regarding closure. Present new policy at the July meeting.

**VII. NEW BUSINESS:**

1. Building Hours: Dir. recommends extending hours of operation on Thursday from 6 to 7 pm beginning June 17, 2021 to better serve our clients.

*Motion by MacDonald, supported by Clark to extend Thursday hours by 1 hour, open to 7pm beginning June 17, 2021. Motion carried.*

2. Late Bill Payment: Late payment by City due to Covid related staffing problems. Problem resolved.
3. Front Sign: Director will check into purchasing a digital sign, request information from City
4. Parking Lot Seal etc.: Estimate received from C.F. Raines Co. for \$4,514.51. Director will seek funding from other city departments that utilize the library parking lot.

*Motion by MacDonald, supported by Carter to approve the seal-coating and crack and sealing by C.E. Raines not to exceed \$4,500. Motion carried*

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**VIII. YOUTH REPORT:** (Attached) Biccum continues to provide enjoyable programs for children of all ages.

FRHS requested our support as a sponsor of the yearbook. Board happily requested the Director to provide information and payment to FRHS.

**IX. DIRECTOR'S REPORT:**

- Building Update: Furnace Update – complete  
Sewer Line – repaired  
Roof Leak – repaired
- Alarm/Sprinkler System Update: Mr. Theisen, Electrician and City here Friday. Will install new system for the same price.
- Covid Update: State vs Library System regs. discrepancy. We follow the City & State regulations.
- Friends: Restarting
- Budget: 2021-22 Budget reviewed. Wage increases for the Librarians cannot be approved as their Evaluations have not been done per Policy 5.24 and 5.25. The Clerks and Pages are approved per Policy 5.24

*Motion by MacDonald, supported by Clark to approve the Budget as presented with the exception of the Librarians wages. Motion carried.*

**X. CORRESPONDENCE:** None

**XI. BOARD COMMENTS:** Michigan Activity Passes are available. Log in with your library card.

The next meeting will be held on Wednesday, July 15, 2021 at 4:30pm. There being no further business to discuss a motion was made by Clements, supported by MacDonald to adjourn the meeting at 6:02 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

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Date