

Hillsdale Community Library Board of Trustees

Minutes of the Meeting for July 14th, 2022

- I. **Call to Order:** President Hill called the meeting to order at 6:00 p.m.
- II. **Roll Call:** Karen Hill (Acting President), Jim Bowen (Board Member), Joshua Paladino (Secretary), George Allen (Board Member), and Stephanie Meyers (Board Member) in attendance.
- III. **Approval of Agenda**
 - a. Bowen motioned to approve the agenda and Allen seconded. Then Allen questioned the inclusion of “Materials Selection and Book Displays” under Old Business, since board members do not plan to discuss the issue.
- IV. **Approval of Minutes**
 - a. Allen moved to approve the minutes for May 20th. Bowen seconded the motion. Passed 5-0.
 - b. Allen moved to approve the minutes for May 26th. Meyers seconded the motion. Hill questioned the description of Barton’s comments and asked that her statement be added to them minutes. Passed 5-0.
 - c. Bowen moved to approve the minutes for June 9th. Allen seconded the motion. Passed 5-0.
- V. **Visitor Comments:**
 - a. Deborah Brown, Hillsdale MI. Jack McClain, Hillsdale MI.
- VI. **Approval of Financial Report**
 - a. Allen moved that the city employee who compiles the revenue and expenditure report attend future meetings. Bowen seconded. Passed 5-0.
- VII. **Circulation Report**
 - a. Circulation jumped about by 1,000 books from May to June and improved on April’s circulation by about 500.
- VIII. **Director’s Report**
 - a. Summer Reading Update: The reading group has started, and 19 children attended.
 - b. Program stats: In total, programs have 86 children and 54 adults. On Monday July 18 at 4 p.m., the library will host a truck show. On Monday, July 25th there is a rock and roll beach party.

- c. County-wide Library Association Meeting: Hill attended a county library board association meeting, and she shared details about their upcoming events. Hill will give the library staff flyers to advertise the events.

IX. Communication

- a. Woodlands Library Cooperative Report, June 16, 2022, meeting: Hill shared that the group discussed intellectual freedom and an increase in materials challenges nationwide.
- b. Grants: The library is working on grants, but none have been completed.
- c. Email from Ginger Novak about Lauren Jones's employment/resignation.

X. Old Business

- a. Director Review Procedures: No discussion.
- b. Materials Selection & Book Displays: No discussion.
- c. Library Board Emails: The library has the money to pay for official board member email addresses. The board needs to communicate with the city about implementing official emails.
- d. Policy Committee Updates: Allen and Hill met via Zoom on July 5th. They drafted policies, and the former director, Bryonna Barton, offered policy amendments as well. The committee only offered the procedures for updating policies, not updates to the policies themselves. Hill suggested that the library board update its collections policy. Allen and Paladino offered to update the board's policy manual for grammar and format. Hill and Meyers will serve on a committee to update the collections policy.

XI. New Business

- a. Library Director Position – selection of applicants to review: The board looked over applicants. Paladino said that Joyce Gendron should be the first interview. Allen said that Joyce Gendron is his first choice. He is impressed by Tamara Sochacka's resume, but he thought that she did not show a specific interest in Hillsdale. Bowen said Joyce Gendron is his first choice, but he is interested in Tamara Sochacka's application. Meyers said that Joyce Gendron is her first choice, but she would like to interview Tamara Sochacka and Aaron Moore, too. Hill's first choice is Joyce Gendron, though she would like to interview Tamara Sochacka and Aaron Moore.
- b. Short-term staffing shortages, janitorial help, volunteers: The staff, especially Heidi and Annette, stepped up during shortages due to funerals, illness, and other causes of absence.
- c. Discussion of Marketing/Strategies: Lauren contacted WCSR, published an article in the Hillsdale Daily News, and posted more flyers.

XII. Board Comments:

- a. Bowen thanked Allen and Meyers for volunteering during staff shortages.

- b. Allen discussed the requirements for the minutes, which are more limited than the board had previously thought. He reminded the board about the requirements for posting the minutes. He suggested that the board should handle the meeting packet, not the library's director.

XIII. Next Meeting Date:

The next regular meeting is at 6 p.m. on Aug. 11th.

XIV. Adjournment:

The meeting adjourned at 7:15 p.m.