

Hillsdale Community Library Board of Trustees
August 11, 2022 6 pm | HCL Meeting Room

- I. CALL TO ORDER: Acting President Karen Hill called the meeting to order at 6:00 p.m.
- II. ROLL CALL: Present: Karen Hill (Acting President), George Allen (Member), Stephanie Myers (Member), Joshua Paladino (Secretary), and Jim Bowen (Member).
- III. APPROVAL OF AGENDA: Paladino motioned to approve the agenda. Allen seconded the motion. Passed with unanimous consent.
- IV. APPROVAL OF MINUTES
July 14, 2022: Allen moved to approve the minutes. Bowen seconded the motion. Passed with unanimous consent.
July 19, 2022: Allen moved to approve the minutes with the understanding that the secretary will add visitors to the roll call. Bowen seconded the motion. Passed with unanimous consent.
August 4, 2022: Allen moved to approve the minutes with the understanding that the secretary will add visitors to the roll call. Bowen seconded the motion. Passed with unanimous consent.
- V. VISITORS: Liz Voorhies, Barry Hill, LeAnne Rumler, Jack McClain, Sara Yacks, and Matt Kniffin.
- VI. APPROVAL OF FINANCIAL REPORTS
 - A. Income
 - B. Expense Report
 - C. City of Hillsdale expense and revenue for library.
- VII. CIRCULATION REPORT
 - A. Total circulation was 4,750 books and media.
- VIII. DIRECTOR'S REPORT/Acting President's Report
 - A. Summer Reading Update: Summer reading has concluded.
 - B. Program stats
 1. Adult summer reading: 55 registrations. 24 patrons completed logs containing 5 books read each, and 40 reading logs were turned in. This led to a total of 230 books being reported as read.
 - C. Job Postings for Children's Librarian and Page. The city will post these positions with clarifications about job descriptions.
 - D. Signing of Woodlands Contract
 - E. Johnson Controls: Technicians checked the library's HVAC system and sent a report to Jason Blake at the Department of Public Services. The report identified several issues.
 - F. Recognition of Heidi Pruitt's 10 years of service.
- IX. COMMUNICATION

- A. Woodlands Library Cooperative Governing Board report: Hill attended the July 21, 2022 meeting.
- B. Grants
- C. Letter from Jessica Spangler. She thanked the board for the interview.

X. OLD BUSINESS

- A. Library Board Emails
 - a. The board will see if the city wants to provide members with email addresses for consistency. The board also considered privately adopting standardized email addresses to make contact with board members simple and uniform.
- B. Policy Committee:
 - a. Allen made changes to the library manual's grammar, spelling, and format. The board did not take formal action on Allen's changes as members had not read through the complete handbook post amendment.
 - b. Hill and Myers met about changes to the library's curation policy but did not offer a proposal. Myers noted that the Hillsdale Community Library has a policy similar to other libraries and may not need substantial revisions.
- C. Staffing Shortages and Janitorial: The library had to close two days due to illness and one day due to the August 2nd, 2022, election.

XI. NEW BUSINESS

- A. Library Director Position Recommendation:
 - 1. Paladino motioned to approve Joyce Gendron for library director. Allen seconded the motion. Allen and Paladino voted to recommend Gendron for the position. Bowen, Hill, and Myers opposed the motion.
 - 2. Myers motioned that the library recommend Jessica Spangler for library director. Bowen seconded the motion. Bowen, Hill, and Myers voted in favor of the motion. Allen and Paladino voted against the motion.
 - 3. By a 3-2 vote, the board agreed to recommend that the city of Hillsdale hire Jessica Spangler for the position of library director.
- B. Resignation of Children's Librarian. The board accepted Lauren Seabolt's resignation and thanked her for continuing on the job until summer reading concluded.
- C. Book Challenge – Recommend moving "The Collector" by J.R. Alexander from Junior to Young Adult.
- D. Scheduling of Meeting Times: Allen questioned whether the board wants to keep meetings at 6 p.m. With no serious objections to the current time, the board left its standard meeting time at 6 p.m.

- XII. BOARD COMMENTS: Hill and Myers talked about public comments from board members, especially at city council meetings, and suggested that they explicitly state that they do not speak on the entire board's behalf when discussing library matters.

XIII. NEXT MEETING DATE: September 8, 2022

XIV. ADJOURNMENT: 7:16 p.m.