

Hillsdale Community Library Board of Trustees Meeting Minutes
Sept 8, 2022 6 pm | HCL Meeting Room

- I. CALL TO ORDER: Acting President Karen Hill called the meeting to order at 6:05 p.m.
- II. ROLL CALL and WELCOME to our LIBRARY DIRECTOR, JESSICA SPANGLER
 - A. Present: Karen Hill (acting president), Jim Bowen, Stephanie Myers, Joshua Paladino (secretary), Annette Littley (staff), Heidi Pruitt (staff), Jason Blake (Hillsdale DPS Director), and Jessica Spangler (HCL Director).
 - B. Absent: George Allen
- III. APPROVAL OF AGENDA:
 - A. Jim Bowen motioned to approve the agenda with consent to move up item VIII.C, “Update from city on Johnson Controls’ findings and repairs,” and consider it immediately after the agenda’s approval. Myers supported the motion. All members voted in favor: 4-0.
- IV. Update from city on Johnson Controls’ findings and repairs.
 - A. Jason Blake and Jessica Spangler submitted a proposal to spend \$8,210.67 on repairs to the Johnson Controls’ HVAC and fire alarm system. Ryan & Bradshaw agreed to reimburse the HCL \$2,000 for the repairs after their completion.
 - B. Bowen motioned to approve \$8,210.67 in spending on the repairs. Myers supported the motion. All members voted in favor: 4-0.
- V. APPROVAL OF MINUTES
 - A. August 11, 2022: Bowen motioned to approve the minutes. Myers supported the motion. All voted in favor: 4-0.
 - B. August 17, 2022: Bowen motioned to approve the minutes. Myers supported the motion. All voted in favor: 4-0.
- VI. VISITORS
 - A. Present: Barry Hill, Sara Yacks, and Ted Jansen
 - B. Jansen donated several books to the library during the public comment period.
- VII. APPROVAL OF FINANCIAL REPORTS
 - A. Income
 - B. Expense Report
 - C. City of Hillsdale expense and revenue for library.
- VIII. CIRCULATION REPORT.
- IX. DIRECTOR’S REPORT/acting president.
 - A. Program stats
 - B. Job applicant and updates for Children’s Librarian and Page positions
 - C. Update from city on Johnson Controls’ findings and repairs

- D. Thank you to volunteers, Liz Voorhies, Denise McClain, LeAnne Rumler, and Rickie Freeman

IX. COMMUNICATION

- A. Woodlands Library Advisory Board met August 18 with a guest from MI Right To Read. Hill was out of town
- B. Grants – Lauren Seabolt completed paperwork, but data needs to be collected on some new items that were purchased with grant funds. Kelly LoPresto, from the city, and LeAnne Rumler have also been working on grant paperwork for us.

X. OLD BUSINESS

- A. Library Board Emails
- B. Staffing Shortages and Janitorial
- C. Library Director Evaluation form

XI NEW BUSINESS

XI. BOARD COMMENTS

XII. NEXT MEETING DATE: October 13, 2022 at 6 p.m.

XIII. ADJOURNMENT: 7:15 p.m.