

AGENDA

Hillsdale Community Library Board of Trustees February 9, 2023 5 pm | HCL Meeting Room

- I. CALL TO ORDER: 5:00 p.m.
- II. ROLL CALL: Director Jessica Spangler; Board Members George Allen, Stephanie Myers, Karen Hill, and Joshua Paladino; Guests Paul Clewell, Sara Yacks, Penny Swan, Dan LaRue, and Jack McClain.
- III. APPROVAL OF AGENDA
 - A. Spangler asked to add letter E under the Director's Report to discuss the Hillsdale County Community Foundation's grant and letter B under Communication to discuss the effort to collaborate with Great Start.
 - B. Hill asked to add letter C under Communication to discuss an email from the VITA Tax Program.
 - C. Allen motioned to approve the agenda. Myers supported the motion. All in favor: 4-0.
- IV. APPROVAL OF MINUTES
 - A. 📅 December 8 , 2022
 - a. Spangler asked to amend the December minutes with an update to Communication, which included information about a raffle that was not known until after the December board meeting.
 - b. Myers motioned to approve the minutes with the proposed changes. Allen seconded the motion. All in favor: 4-0.
 - B. 📅 January 12, 2023
 - a. Hill asked to amend the January minutes to note Paladino's absence.
 - b. Hill asked to include the names of visitors who spoke at the January meeting.
 - c. Spangler asked to note that Liz Cole is training to replace Annette Littley.
 - d. Spangler asked to include more information about the Giving Tree donations, which included a floor mat, shelving, craft supplies, and cleaning supplies.
 - e. Allen motioned to approve the January minutes with the proposed changes. Paladino seconded the motion. All in favor: 4-0.
- V. VISITOR COMMENTS
 - A. Sara Yacks and Jack McClain.
- VI. 📅 EXPENSE AND REVENUE REPORT
- VII. 📅 CIRCULATION REPORT
 - A. Amazon Sales on line 13 should read \$72.08, not \$25.69
- VIII. DIRECTOR'S REPORT
 - A. 📅 Program Stats
 - a. Little Bookworms attendance did not decline; there was one less Thursday in January. Thirty participants came on Feb. 9.

- b. After School Crafting and Afternoon Game Time were well attended.
- B. ■ 2023 - 2024 Budget Proposal
- C. Smart Money MI Kids Grant
 - a. The grant will provide copies of *Owl and Otter and the Big Yard Sale*, a book with simple financial lessons. Spangler said the library staff will host reading events with the second grade classes in the city at Gier Elementary, Hillsdale Academy, and Will Carleton Academy.
- D. MyLibraryQuest.
 - a. New quests for middle school and high school students are released on Wednesdays.
- E. Hillsdale County Community Foundation Grant Update
 - a. The grant gave \$336.74 to pay for decorations and prizes for the summer reading program.

IX. COMMUNICATION

- A. Friends of the Hillsdale Library Update
 - i. The Friends are designing t-shirts and selling them along with memberships. They are also advertising the Kroger Rewards program.
- B. Great Start Collaborative Update
 - i. The library will have a booth to give out summer reading materials at the public safety fair on June 20th at the Hillsdale County Fairgrounds.
 - ii. The library will partner with Great Start during literacy week on February 13-17.
- C. Email from the VITA Tax Program.
 - i. The leader of the VITA Tax Program asked for a key to the library during the group's extended stay in the meeting room. The director advised the board that she had worked out a situation to ensure convenient access to the building.

X. OLD BUSINESS

XI. NEW BUSINESS

- A. ■ Quote from Reeves, Inc
 - i. Director of Public Services Jason Blake advised the director and the board to fix the fire suppression system before minor leaks turn into a major problem. He said Reeves would provide the services at a fair price and that further quotes were not needed.
 - ii. Myers motioned to approve the repairs. Allen supported the motion. All in favor: 4-0.

XII. BOARD COMMENTS

XIII. FUTURE BUSINESS

- A. Review Policy Manual (a couple policies at a time)

XIV. NEXT MEETING DATE: March 9, 2023 at 5 p.m.

XV. ADJOURNMENT: Allen motioned to adjourn the meeting. Myers supported the motion. All in favor: 4-0. The meeting adjourned at 6:25 p.m.