

## **Hillsdale Community Library Board of Trustees**

May 8, 2025 at 5:00 p.m. | 11 E. Bacon St., Hillsdale, MI 49242

- I. President Laura Negus called the meeting to order at 5:03 p.m.
- II. Roll Call
  - A. Present: Laura Negus (President), George Allen (Vice President), Joshua Paladino (Secretary), Jaminda Springer (Trustee), and Rebekah Dobski (Director).
- III. Approval of Agenda
  - A. Paladino motioned to accept with the addition of a second item for visitor comment between the Approval of the Minutes and the Director's Report. Springer seconded the motion. All in favor: 4-0.
- IV. Approval of Minutes
  - A. Allen motioned to approve the minutes of the April 10, 2025 meeting. Paladino seconded. All in favor: 4-0.
- V. Visitor Comments
  - A. Jack McClain spoke.
- VI. Director's Report
  - A. Dobski reported that the library received a \$4,000 donation from Phyllis McElmurry.
  - B. Jackson Junior College sent volunteers to help at the library.
  - C. Dobski applied for a library of things grant from the Consumers Energy Foundation, and she expects to hear back in a few months.
  - D. Dobski attended two City Council meetings to present on the budget and the annual report.
  - E. The insurance line item in the budget has fluctuated, and the exact reason is unknown. Dobski will investigate further.
  - F. The line items for telephone include a one-time annual membership cost for the telephone and fax line plus monthly fees.
  - G. The supplies line item is over budget due to the purchase of chairs—items which Dobski didn't think would come from the supplies line.
- VII. Communications
  - A. There wasn't an update from the Friends of the Library this month.
- VIII. Old Business
  - A. Annual Library Director Evaluation: Negus will submit the final evaluation on or before May 15th and copy the board and the city manager.
  - B. Carpet Replacement Bid Process: the City Council approved Seelye Group LTD's bid for \$22,360.00.

1. Dobski said it will be 4-6 weeks before the company can install the new carpets. She did not have a firm start date for the project.  
Once the project begins, the library will be closed for 1-3 days.

C. Library Fund Investments Discussion: Springer investigated the possibility of a fund at the Hillsdale Community Foundation for library donations.

1. She reported that the library can open an endowed or spendable account, and the library can determine the split between endowed and spendable funds. She will continue to investigate what money the library can put into the fund.

IX. New Business

A. Discussion of changing annual report timeline.

1. The board discussed multiple possibilities, including moving the annual report to the late summer so that it can reflect the previous year's activities, rather than activities from more than a year ago.
2. Allen volunteered to draft a new policy regarding the annual report timeline.

B. Discussion of Children's Librarian position proposal.

1. Allen brought forward a proposal to fill the Children's Librarian position. He did not request action on the item, but he suggested that the board create a subcommittee to investigate the gaps that the new position would fill.
2. Paladion supported the proposal as long as it would not cause higher staffing costs than necessary.
3. Dobski said the library could use an additional 16-20 hours of assistance.
4. Paladino motioned to create a subcommittee, composed of Allen and Springer, to further discuss with Dobski the responsibilities for the position. Negus seconded the motion. All in favor: 4-0.

X. Visitor comments

- A. Heidi Pruitt, Brianna Crall, Tara Scott, Jack McClain, and Rod Ziegel spoke.

XI. Board comments

XII. Adjournment

- A. Negus motioned to adjourn. Springer seconded the motion. All in favor: 4-0. The meeting was adjourned at 6:45 p.m.