

Reed City Area District Library Board Meeting

January 31, 2022; 6 pm

RCADL Community Room • 829 S. Chestnut St. Reed City, MI 49677

Present:

Lyndsey Eccles, President, Reed City

Cecile Slywka, Vice President, Richmond Township

Kylene Nix, Treasurer, Reed City

Vacancy, Secretary (Lyndsey Eccles filling in)

Laura Dahlquist, Trustee, Richmond Township

Melissa Rohen, RCADL Executive Director

Bette Newell, Citizen

Absent:

Melissa Tonn, Lincoln Township

Lincoln Township Trustee, OPEN

Green Township Liaison, OPEN

Cedar Township Liaison, OPEN

1. Call to Order and Attendance

- A. The meeting was called to order by Lyndsey Eccles at 6:09 p.m. Attendance was noted.

2. Approval of Agenda

- A. A motion was made by Kylene Nix and seconded by Laura Dahlquist to approve the agenda as presented. It passed.

3. Approval of Consent Agenda

A motion was made by Laura Dahlquist and seconded by Cecile Slywka to approve the Consent Agenda consisting of the December Bills and financial statements (which were provided in person at beginning of meeting by M. Rohen) and minutes of regular meeting December 20, 2021. Motion passed as amended with financial statements.

4. Citizen's request/Public Comment

- B. Newell wondered what to do with "old" Cricut machine that had been donated to the library and sits at her home. She will bring in for staff to evaluate whether it will be useful since we now have an update version located at library.
- L. Dahlquist expressed concern about sidewalk shoveling.

5. Standing Committee Reports
  - A. Budget and Finance- did not meet in Dec. Will meet for quarterly review in March.
  - B. Digital Sign Committee- met and decided on logo (provided in packet); has narrowed sign quotes from 5 providers to 2, awaiting updated quotes before finalizing decision; TC Energy was contacted regarding possible grant funding for new sign, will forward selected quote to Rich Steig of TC Energy for review; will meet ASAP after final quotes are received to begin process.
  - C. Building Committee- did not meet in Dec. Will discuss dividing Backyard Project into quadrants for funding purposes. Meeting TBD.
  - D. Strategic Planning Committee- finalized Strategic Plan for 2022-2025 is provided in board packet for adoption; survey to be released next week and will be open through March to accommodate "snow birds."
  - E. Millage Committee- Did not meet in Dec. L. Eccles will reach out to Shirley of KDL for assistance with upcoming steps. Meeting TBD.
  - F. HR/Policy Committee- Did not meet in Dec. Will meet in March to begin policy and bylaws reviews.
6. Director's Report (see RCADL board packet dated 1/31/22)
  - MI-83 Grant awarded for Technology, Libraries, and Communities. Provided \$6,000 in tools and program enhancements to reduce the digital divide in Michigan. For list of items received, see board packet attached.
  - Bird watching grant received
  - Anonymous patron donated \$1,000 to cover patron of Hersey for their non-resident fee. The board will continue to seek district partnership with Hersey.
  - Business After Five Event to be held 2/24 @ 6:30 with the Reed City Area Chamber of Commerce. Invitations to be sent out to local supporters and partner boards. Appetizers to be served and RCADL swag and door prizes to be distributed. M. Rohen will reach out to insurance company regarding offering wine for sipping during event.
  - Summer Reading Program "Oceans of Possibility." Jen is working on programming and submitting grant request to OCCF for funding.
  - State Aid report complete
  - Phil Noreen to continue help with window situation, M. Rohen will meet with him to decide next steps.
  - Revamped staff evaluation forms, evaluations to commence this month.
7. Ongoing Business
  - A. Window update- will work with Phil Noreen to decide next steps.
  - B. Grant Opportunities
    - i. Ideas for future grants: backyard project pieces, exterior security cameras, community room floor.
8. New Business
  - A. 2022 RCADL Board Meeting Schedule- change Dec. 19 to 6:00 PM, motion made by Laura Dahlquist, seconded by Kylene Nix. It passed as amended.
  - B. Election of officers, motion made by Laura Dahlquist, seconded by Cecile Slywka. It passed:
    - i. President- Lyndsey Eccles
    - ii. Vice President- Melissa Tonn
    - iii. Treasurer- Kylene Nix
    - iv. Secretary- open

B. b.) Committee Assignments, motion made by Cecile Slywka, seconded by Laura Dahlquist, it passed:

- i. Budget and Finance- Lyndsey Eccles, Kylene Nix, Melissa Rohen, Jennifer Thorson
  - ii. Building Improvement- Lyndsey Eccles, Melissa Tonn, Melissa Rohen
  - iii. Strategic Planning Committee- Lyndsey Eccles, Laura Dahlquist, Cecile Slywka, Melissa Rohen
  - iv. HR and Policy- Lyndsey Eccles, Melissa Tonn, Melissa Rohen, Jennifer Thorson
  - v. Digital Sign- Lyndsey Eccles, Kylene Nix, Cecile Slywka, Melissa Rohen
  - vi. Millage- Lyndsey Eccles, Melissa Rohen, Jennifer Thorson
- C. Strategic Plan 2022-2025 as presented in board packet. Motion made for adoption by Kylene Nix, seconded by Laura Dahlquist. It passed. Plan will be posted on website and available in the library for public perusal.

9. Adjournment

A motion was made by Laura Dahlquist and seconded by Kylene Nix to adjourn the meeting. It passed. Meeting was adjourned at 7:34 p.m.

Respectfully Submitted,

Lyndsey Eccles

RCADL President



Next regular meeting of the RCADL Board to be held on February 28, 2022 at 6 p.m. at RCADL in Community Room.