

Reed City Area District Library Board Meeting
September 27, 2021; 6 pm
RCADL Community Room
829 Chestnut St., Reed City, MI 49677

Present:

Lyndsey Eccles, President, Reed City
Kylene Nix, Treasurer, Reed City
Laura Dahlquist, Trustee, Richmond Twp
Cecile Slywka, Trustee, Richmond Twp
Melissa Rohen, Executive Director

Absent:

Bette Newell, Secretary, Lincoln Twp (attended via telephone, did not vote)
Nancy Washburn, Vice President, Lincoln Twp
Vacancy, Liaison, Green Twp
Vacancy, Liaison, Cedar Twp

1. Call to Order and attendance 6:05 pm
The meeting was called to order by Lyndsey Eccles at 6:00 p.m. A quorum was present. Attendance was noted by Lyndsey Eccles.
2. Approval of Agenda
A motion was made by Cecile Slywka and seconded by Kylene Nix to approve the agenda. It passed.
3. Citizen's Requests/Public Comment
A Facebook post complaining about damaged books in our children's collection was discussed. It was deleted shortly after posting. Melissa reached out via Facebook Messenger to the poster with no response.
4. Standing Committee Reports
 - a. Budget and Finance Committee- will meet for first quarter budget review on 10/12 @ 4PM
 - b. Digital Sign Committee- will meet 10/12 @ 5PM to discuss logo designs
 - c. Building Committee- will meet 10/7 @ 1PM to do an interior and exterior walk through
 - d. Strategic Planning Committee- to meet 10/13 @ 1PM to discuss patron survey slated for January 2022 and new 3 year plan (2022-2025).
 - e. Millage Committee- will meet 10/13 @ 1PM
 - f. HR Committee- no news or upcoming meetings
5. Director's Report
 - a. Reviewed director's September highlights
 - b. Reviewed August metrics, programs and correspondence. Metrics available at the library.
 - i. New website platform Wix was purchased. Melissa will have up and running at bare minimum by Thursday 9/30 to avoid having to pay for another year of

Ploud. Subscribing to Wix will save the library almost 80% over the next 3 years.

- ii. Melissa, Jen, and Bette attended the Mid-Michigan Library League luncheon on 9/22.
- iii. Our first Second Saturday event was held 9/11 with a stuffed animal sleepover (Friday night) and kids' brunch (Saturday).
 - OCCF grant was submitted for Second Saturday events funding for Jan-May for expanded programming.
- iv. Mask Policy was discussed. It was decided to abide by health department guidelines and promote curbside delivery for those that don't feel comfortable coming into the library.
- v. Audit was completed by Vredevelde Haefner, LLC the week of 9/13. We expect results in the beginning of October.

6. Ongoing Business

- a. Window Update- Melissa is sifting through the correspondence between Tom and Tubelite and Earl's. She is still investigating and sorting through emails and paperwork.
- b. ARPA Grant- should have a decision any day.

7. New Business

- a. L-4029 for millage funds was signed by Lyndsey, Bette will make arrangements to sign it before the due date on Thursday.
- b. Nancy Washburn resigned from her library board position due to health concerns, effective immediately. She will notify Lincoln Twp. of her decision so they can find a replacement.

8. Adjournment

A motion was made by Cecile Slywka and seconded by Laura Dahlquist to adjourn. It passed. Meeting adjourned at 7:03 PM.

Respectfully Submitted in absence of secretary,



Lyndsey Eccles-Burchett, President RCADL