

Reed City Area District Library

May 24, 2021; 6 p.m.

829 S. Chestnut St., Reed City, MI 49677 per zoom

Present:

Lyndsey Eccles-Burchett, President, Reed City

Nancy Washburn, Vice President, Lincoln Township

Kylene Nix, Treasurer, Reed City

Bette Newell, Secretary, Lincoln Township

Laura Dahlquist, Trustee, Richmond Township

Cecile Slywka, Trustee, Richmond Township

Jennifer Thorson, Interim Director

Absent:

Green Township Liaison, OPEN

Cedar Township Liaison, OPEN

1. Call to order

The meeting was called to order by Lyndsey Eccles-Burchett at 6 p.m. Attendance was noted by Bette Newell. A quorum was present.

2. Approval of Agenda

A motion was made by Cecile Slywka and seconded by Bette Newell to approve the agenda as amended. It passed.

3. Approval of Consent Agenda

A motion was made by Nancy Washburn and seconded by Cecile Slywka to approve the consent agenda, comprised of the minutes of April 22, 2021 and the bills and financial statements as of April 30, 2021. It passed.

4. Citizens Requests/Public Comment

A motion was made by Bette Newell and seconded by Laura Dahlquist to approve \$36 plus tax for the purchase of flowers for the pots in front of the library. A roll call vote was taken. Yeas: Laura Dahlquist, Kylee Nix, Bette Newell, Cecile Slywka, Nancy Washburn, Lyndsey Eccles-Burchett. Nays: None. It passed.

5. Standing Committee Reports

- A. Budget and Finance Committee- to meet on June 1, 2021 at 6:15 at the library.
- B. Strategic Planning Committee- did meet and list three projects to be completed in the next year.
 - i. Home delivery to homebound seniors and medically disabled patrons.
 - ii. Quarterly newsletter to be mailed to township partners and on display at library.
 - iii. Do a Patron survey next January.
- C. Sign Committee- to meet on June 22 at 3 p.m. at the library.
- D. HR-to meet June 3 at 6:15 at library.
- E. Millage Committee- will schedule meeting after speaking with Shirley from Kent County Libraries.
- F. Building Maintenance Committee-meeting scheduled for June 8, 2021 at 4 p.m. at the library.
- G. QSAC committee will meet in July.

6. Director's Report

Metrics are available for viewing at the library.

Jenn reported that the butterfly hatching project is going well.

126 seed packets have been distributed so far along with 50 seed starting kits from the seed library.

A grant was received from OCCF for \$4800 for the summer reading program.

\$400 grant was received for Paleo Joe presentation for SRP kickoff from Michigan Humanities Council.

Invitations were given to the Reed City Elementary and Trinity to make them aware of the SRP.

A \$400 grant was received from Yoplait Community Council for outdoor storyhour.

A prior grant from Mid Michigan Library League for \$476 was completed. It was for an external hard drive and scanner for melcat and installation of these items.

A second Grant from Mid Michigan Library League for SQUARE follow up is complete.

7. Ongoing Business

A. Story Walk- Lyndsey reported that the Story Walk has been completed in Westerburg Park. We received 14 copies of the displayed book to be distributed to local schools and daycares. Extras will be used for a drawing.

B. Window Update- Jenn reported that the window place from Grand Rapids that she contacted two times never got back to her. Reed City Glass is going to come over and look at it as soon as they are able.

C. Summer Reading Program-Kick off is scheduled for June 26 from 12-2 p.m. Paleo Joe will be the presenter. Lyndsey is going to explore the idea of shade sails for the back yard of the library.

D. The director search will close on June 1, 2021 for receipt of resumes. Two resumes have been received so far.

E. Cecile and Laura attended the Richmond Township April meeting. The only question asked them was if the library was running again. An information sheet about library programs was sent to the Richmond Board prior to the meeting. Bette and Nancy plan to attend the June Lincoln Township meeting.

8. New Business

A. A motion was made by Laura Dahlquist and seconded by Kylene Nix to approve the budget for the fiscal year 2021-2022 as presented. A roll call vote was taken. Yeas: Laura Dahlquist, Kylene Nix, Bette Newell, Cecile Slywka, Nancy Washburn, Lyndsey Eccles-Burchett. Nays: None. It passed.

B. Jenn will change the sign on the door to reflect the current mask requirements from the CDC.

C. Director Evaluations will be sent out via email and also available for pickup at the library desk and are to be returned to Lyndsey or the library by Friday.

9. Adjournment

A motion was made by Bette Newell and seconded by Nancy Washburn to adjourn the meeting. It passed. The meeting was adjourned at 7:51 p.m.

The next meeting of the RCADL will be held on June 28, 2021 at 6 p.m in the RCADL Community Room.

