

Reed City Area District Library Board Meeting

November 29, 2021 6 p.m.

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

Present:

Lyndsey Eccles, President, Reed City

Cecile Slywka, Acting Vice President, Richmond Twp.

Kylene Nix, Treasurer, Reed City

Bette Newell, Secretary, Lincoln Twp.

Laura Dahlquist, Trustee, Richmond Twp.

Melissa Rohen, Director

Doug Vredeveld of Vredeveld Haefner LLC

Absent:

Lincoln Twp. Trustee, vacancy

Green Twp. Liaison, vacancy

Cedar Twp., Liaison, vacancy

1. Call to Order and Attendance

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

2. Approval of Agenda

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

3. Approval of Consent Agenda

A motion was made by Cecile Slywka and seconded by Kylene Nix to approve the consent agenda consisting of the bills for October and financial statements of August 2021 and the minutes of October 25<sup>th</sup>, 2021 as amended. It passed.

4. Citizen's Request/or comments

None

## 5. Standing Committee Reports

- A. Budget and Finance Committee did meet. They discussed the budget amendment that is presented tonight.
- B. Digital Sign Committee- did meet. They will meet again in December and plan to present to the Board in January.
- C. Building Committee-did not meet.
- D. Strategic Plan Committee- Did meet. Melissa redid the format so it is easier to use. Hopefully a patron survey will be out in January. They will meet in January .
- E. Millage Committee- were scheduled to meet, but could not. Lyndsey reported that Shirley from the Kent Library Friends has been in touch with her and would like to meet. The committee will plan to meet with her in January.
- F. HR Committee-Melissa reported that she has been reviewing some policy and the committee will plan to meet in February.

## 6. Director's Report

Metrics available at Library.

A complete listing of highlights is available at the library or on the website under the meetings tab and then under the meeting in question, tap on board packet.

## 7. Ongoing Business

- A. Window Update-Melissa reported they are reaching out to local businesses as well as Grand Rapids and Cadillac for estimates.
- B. ARPA Grant-A letter was received advising us we did not receive this grant funding.
- C. Grant Opportunities
  - a. Great Lakes Energy Grant Application was approved for new catalog computers, CD players for computers, and catalog stands.
  - b. Penguin Random House Grant for Small and Rural Libraries-has been applied for to supplement our current Graphic Novel collection.

## 8. New Business

- A. Audit Presentation by Doug Vredevelde- Doug reviewed our audit for the year ending June 30, 2021. He said there were no major problems and that the accounting principles were correctly applied in accordance with generally accepted principles in the United States of America. A deficiency letter was received from the state because our expenditures exceeded our revenue

by \$2,818. The library has a fund balance to cover this, so no extra debt was incurred. A copy of the library's reply to the deficiency letter was circulated at the meeting and seen by all members.

B. Rejoining Chamber of Commerce- A motion was made by Laura Dahlquist and seconded by Bette Newell to rejoin the Chamber of Commerce. A roll call vote was taken. Yeas: Laura Dahlquist, Cecile Slywka, Kylene Nix, Lyndsey Eccles, Bette Newell. Nays: None. It passed.

C. Budget Amendment-a motion was made by Kylene Nix and seconded by Cecile Slywka to approve the resolution to add a line to the budget for programming. This line will be for \$5,000 which will be pulled from fund balance. A roll call vote was taken. Yeas: Bette Newell, Laura Dahlquist, Cecile Slywka, Kylene Nix, Lyndsey Eccles. Nays: None. It passed.

D. Christmas and New Years Closure Dates: The library will be closed on December 24, 25, 31, 2021 and January 1, 2022.

#### 9. Adjournment

A motion was made by Kylene Nix to adjourn the meeting and seconded by Bette Newell. It passed. The meeting was adjourned at 7:33 p.m.

Respectfully Submitted,

Bette Newell, Secretary, RCADL Board

The next meeting of the RCADL Board will be on December 20, 2021 at 6 p.m. in the RCADL Community Room.