

Reed City Area District Library Board Meeting

January 25, 2021; 6 p.m.

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

per zoom due to pandemic

Present:

Lyndsey Eccles, President, Reed City

Kylene Nix, Treasurer, Reed City

Bette Newell, Secretary, Lincoln Township

Laura Dahlquist, Trustee, Richmond Township

Cecile Slywka, Trustee, Richmond Township

Nancy Washburn, Trustee, Lincoln Township

Jenn Thorson, Interim Director

Absent:

Cedar Township Liaison, Open

Green Township Liaison, Open

1. Call to Order and Attendance

The meeting was called to order by Lyndsey Eccles at 6 p.m. on zoom.  
Attendance was noted by Bette Newell.

2. Approval of Agenda

A motion was made by Bette Newell and seconded by Kylene Nix to  
approve the agenda as presented. It passed.

3. Approval of Consent Agenda

A motion was made by Nancy Washburn and seconded by Kylene Nix to approve the consent agenda, consisting of the December 28, 2020 minutes and the bills for December 2020. There are no financial statements as Barb was not able to generate them because of computer issues.

#### 4. Citizen's requests/Public Comment

None

#### 5. Standing Committee Reports

A. Budget and Finance Committee-none

B. Building Improvement Committee-none

C. Strategic Planning Committee-none

D. HR and Policy Committee-none

#### 6. Director's Report

Metrics available at the library.

Jenn reported that she will have the 2019 SRP Grant and the GLE Grant for last April wrapped up in the next few weeks.

In the course of discussing the OCCF monies that might be available it came to light that \$2,552 that was reported to have been spent on 4 windows 10 staff computers in December 2019 was never done and the computers were not purchased with that money. Kylene is going to look further in to the matter with Barb to see if they can find out where the money actually went.

Jenn is working with April Hamilton to get the Seed Library up to date for the coming season.

#### 7. Ongoing Business

Jenn reported that our clerk, Kathy Riddenour, averaged 20.25 hours per week, over the last six months which makes her eligible for paid vacation time.

The lockers that were stored in the mechanical room were sold for \$50 and the leftover shelving was taken to salvage, bringing \$25 for the library.

## 8. New Business

A. A motion was made by Bette Newell and seconded by Kylene Nix to appoint Lyndsey Eccles for President of the RCADL Board. It passed.

A motion was made by Kylene Nix and seconded by Bette Newell to appoint Nancy Washburn as Vice President of the RCADL Board. It passed.

A motion was made by Nancy Washburn and seconded by Cecile Slywka to appoint Kylene Nix as Treasurer of the RCADL Board. It passed.

A motion was made by Nancy Washburn and seconded by Cecile Slywka to appoint Bette Newell as Secretary of the RCADL Board. It passed.

Committee Members were chosen as follows and meetings set:

Budget and Finance: Kylene Nix, Lyndsey Eccles, Nancy Washburn. To meet February 10, 2021 at 4 p.m. at the library.

Building Improvement Committee: Cecile Slywka, Laura Dahlquist, Lyndsey Eccles. Will meet in spring.

Strategic Planning Committee: Cecile Slywka, Laura Dahlquist, Lyndsey Eccles. To meet February 25, 2021 at 2:30 p.m. at the library.

HR and Policy Committee: Nancy Washburn, Bette Newell, Lyndsey Eccles. To meet on February 17, 2021 at 1:15 at the library.

Sign Committee: Kylene Nix, Cecile Slywka, Lyndsey Eccles. No meeting set.

Millage Committee: Nancy Washburn, Bette Newell, Lyndsey Eccles. No meeting set.

B. A motion was made by Nancy Washburn and seconded by Laura Dahlquist to approve the meeting schedule for 2021 as presented. It passed.

C. A motion was made by Cecile Slywka and seconded by Laura Dahlquist to purchase 1000 checks from Checks Unlimited for \$149.69. A roll call vote was taken. Yeas: Laura Dahlquist, Kylene Nix, Cecile Slywka, Bette Newell, Nancy Washburn, Lyndsey Eccles. Nays: none It passed.

D. A motion was made by Kylene Nix and seconded by Cecile Slywka to procure a new lease from Preferred Office Machines of Big Rapids for a monthly charge of \$101.30 plus copy costs for a new copy machine. A roll call vote was taken. Yeas: Laura Dahlquist, Bette Newell, Kylene Nix, Cecile Slywka, Nancy Washburn, Lyndsey Eccles. Nays: None It passed.

## 9. Adjournment

A motion was made by Cecile Slywka and seconded by Nancy Washburn to adjourn the meeting. It passed. Meeting was adjourned at 7:29 p.m.

Respectfully submitted,

Bette Newell, Secretary RCADL Board

the next meeting of the RCADL Board will be February ~~25~~(22, correction), 2021 at 6 p.m. Location to be determined.