

Reed City Area District Library

October 26, 2020; 6 p.m.

829 S. Chestnut Street, Reed City, MI 49677

held via Zoom because of Covid-19

Present:

Lyndsey Eccles, President, Reed City

Terry Blood, Vice President, Richmond Township

Kylene Nix, Treasurer, Reed City

Bette Newell, Secretary, Lincoln Township

Cecile Slywka, Trustee, Richmond Township

Nancy Washburn, Trustee, Lincoln Township

Jennifer Thorson, Interim Director

Absent:

Green Township Liaison, OPEN

Cedar Township Liaison, OPEN

1. Call to order and attendance

The meeting was called to order by Lyndsey Eccles at 6:01 p.m and attendance was noted by Bette Newell. A quorum was present.

2. Approval of Agenda

A motion was made by Terry Blood and seconded by Kylene Nix to approve the agenda as amended. It passed.

3. Approval of Consent Agenda

A motion was made by Terry Blood and seconded by Cecile Slywka to approve the Consent Agenda, consisting of minutes of September 28, 2020 and the approval of the amended bills and financial statement. The amended total of the bills is \$19,307.11 It passed.

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

A letter from a patron couple was submitted in support of Jennifer Thorson for permanent director.

#### 5. Standing Committee Reports

A. Budget and Finance Committee- They did meet and present a quarterly budget update to us this evening. Lyndsey reported that Barb Westenburg reported that our numbers look good. Lyndsey reported that a grant request was made to Great Lakes Energy for \$3000 + for a book spine repair machine and a machine to clean DVD and CD materials.

B. Building Improvement Committee-A coat rack that hangs on the wall has been purchased to take the place of the freestanding rack now in the back hallway.

A display case has been donated by Davene Campbell and will soon be installed in the entryway.

It was decided to take down the pictures in the community room and store them until a later date when a decision will be made on their destiny.

C. Strategic Planning Committee-did not meet.

D. HR and Policy Committee- will meet in November to discuss hiring of a director. Date, time and venue to be decided.

#### 6. Director report

Metrics are on file at the library.

Jennifer reported that 19 children have signed up for the 1000 books before kindergarten.

A book sale is planned for November 16-20.

Old chairs were put out for purchase for \$5 and are all gone.

Jennifer reported that even with heavy rain of the last several weeks the windows in the community room did not leak.

A motion was made by Terry Blood and seconded by Nancy Washburn to close the library on the Friday after Thanksgiving. It passed.

## 7. Ongoing Business

A. Ancestry Usage-Jenn reported over the last two years there has been 259 searches made using the program. A sign will be made to alert people that it is available. It was decided to table the renewal question of this until next month.

B. Book Drop- A motion was made by Terry Blood and seconded by Bette Newell to purchase the book drop for \$5,795. \$5,000 of this purchase will come from a donation from Marilyn Sengalaub. A roll call vote was taken. Yeas: Terry Blood, Bette Newell, Kylene Nix, Cecile Slywka, Nancy Washburn, Lyndsey Eccles. Nays: None.

C. Policy Changes-A Motion was made by Bette Newell and seconded by Terry Blood to accept the policy changes concerning the use of recreational drugs and wearing of masks as presented. It passed.

D. Story Walk- Lyndsey reported that the story walk will be installed in the park in the spring.

## 8. New Business

A. Budget Amendment- A motion was made by Terry Blood and seconded by Cecile Slywka to accept the Budget Amendment Resolution as presented. It passed.

B. Purchase of Sign-Descriptions of signs were provided and discussed. Our old sign received more damage from the wind this month. More information is needed before a decision can be made on this.

C. Logo Change- Lyndsey will contact Sarah Spruit and ask her to design a couple of new logos for the library to consider.

D. Outdoor Electrical-A motion was made by Terry Blood and seconded by Kylene Nix to engage BATTLE ELECTRIC to repair the electric pole on the back of the building. A roll call vote was taken. Yeas: Terry Blood, Kylene Nix, Bette Newell, Cecile Slywka, Nancy Washburn, Lydsey Eccles. Nays: None. It passed.

E. Terms expiring.- Lyndsey reported she will choose to retain her position on the Board. Terry is not sure. She will have the next month to consider the situation and also for everyone to consider a replacement.

F. Non resident fee-A motion was made by Terry Blood and seconded by Nancy Washburn to raise the non resident library card fee to \$45.00 per household. It passed.

G. Snow removal- a motion was made by Kylene Nix and seconded by Cecile Slywka to extend a request to DO IT ALL DOUG for snow removal for the coming season, with the stipulation that the parking lot be cleaned by 10 a.m. on the mornings we are open. His rate for plowing, salting and shoveling would be \$115.00 per time. A roll call vote was taken. Yeas: Terry Blood, Bette Newell, Kylene Nix, Cecile Slywka, Nancy Washburn, Lyndsey Eccles. Nays: None. It passed.

## 9. Adjournment

A motion was made by Kylene Nix and seconded by Terry Blood to adjourn the meeting. It passed

Respectfully Submitted,

Bette Newell, Secretary, RCADL Board

The next scheduled meeting of the RCADL Board is November 30, 2020 at 6 p.m.  
Location to be determined.