

Reed City Area District Library
Meeting Minutes for July 1, 2025
829 S. Chestnut Street, Reed City, MI 49677

1. Call to Order and Attendance

The meeting was called to order by A. Herrera at 6:03 pm.

Attendance was noted:

Present:

A. Herrera, Board President
S. Thompson Richmond Township, Treasurer
S. Hicks Richmond Township, Secretary
J. Cooper Lincoln Township
K. Nix
K. Feguer, Library Executive Director

Absent:

1 Lincoln Township vacancy

2. Approval of Agenda

Motion to approve agenda by S. Hicks and seconded by S. Thompson, motion carried.

3. Approval of Consent Agenda

Motion to approve the consent agenda as amended by J. Cooper, seconded by K. Nix, motion carried.

- A. Board follow up discussion
- B. Prior Meeting minutes
 - a. Regular Meeting: June 3, 2025
- C. Approval of Bills and Financial Statements
 - Expense Report for June 2025.
 - Financial Statements: Reconciliation Report for June submitted

4. Citizen's Requests and/or comments

None

5. Friends of the Reed City Area District Library comments:

R. Stieg report: Friends has a presence at the RC Farmers Market each week on Wednesday

From 4-7. Going well, giving out kids books and water.

Kids Jamboree at the Sesquicentennial Celebration. Friends will help at the jamboree.

Trivia Night will be held on Thursday July 10 at Reed City Brewing from 6-7 pm.

They will also be doing Blind Date with a book, for donations.

They will be doing the October book sale at the library.

Comment by R. Stieg, the RC District Library has a wish list on the library website, on the Friends of the Library page. People can go online and buy things listed on the wish list. The library receives the item along with a note "you received a gift from" and the name of the person. The library website is a great source of information.

6. Board President Comments

Board Evaluations and Director Evaluation

Board meetings – it was brought up that many libraries have board meetings every other month or quarterly. This gives the standing committees time to meet.

7. Standing Committee Report

- A. Budget and Finance – Did not meet
- B. Digital Sign Committee- Will meet when Kristie has 3 proposals for new sign.
- C. Building Committee – Will meet to discuss new sign when Kristie has 3 proposals.
- D. Strategic Plan Committee – Did not meet
- E. HR Committee – Did not meet
- F. Ad Hoc Committee

8. Director's Report

Presented her written report to the board.

Summer Reading program is off to a great start with participation is up over last year.

Staff are helping with events, making sure the summer reading program has crafts and activities for participants. Grace and Steve are great additions for the summer program.

The library welcomed RC middle school to the library. 15 students came for a visit to see the library, look at books and learn more about what we do. We received a thank you card.

There are many goals for July, preparing quotes for the story walk installation, sesquicentennial participation, finishing up summer reading program, ensure library is ready for audit and join Association for Small and Rural Libraries.

9. Ongoing Business –

Board Self Evaluations and Director's evaluation were looked over

Internet and Computer policy was presented by Kristie. Motion to approve policy by S. Thompson and seconded by J. Cooper, motion carried.

10. New Business

11. Board Dynamics – A. Herrera discussed moving board meetings to every other month.

Motion to approve by K. Nix, seconded by S. Thompson, motion carried.

Next meeting will be held on September 2, 2025. No meeting in October. Meeting in November, no meeting in December. We will revisit in January.

12. Citizen's Request and/or Comments- none

13. Adjournment for board meeting at 6:43 pm

The next meeting of the RCADL will be held on September 2, 2025, at 6 pm in the Reed City Area District Library Community Room.

Respectfully submitted,
S. Hicks, Secretary