

Reed City Area District Library Board Meeting

September 28, 2020 6 p.m.

829 S Chestnut St. Reed City, MI 49677

per Zoom because of Covid-19

Present:

Lyndsey Eccles, President, Reed City (zoom)

Terry Blood, Vice President, Richmond Township (library)

Kylene Nix, Treasurer, Reed City (zoom)

Bette Newell, Secretary, Lincoln Township (zoom)

Cecile Slywka, Trustee, Richmond Township (library)

Jennifer Thorson, Interim Director (library)

Russ Wayne, Hersey Township Supervisor

Doug Vredevelde, Auditor from Vredevelde Haefner LLC

Absent:

Nancy Washburn, Trustee, Lincoln Township

Dick Hurst, Liaison, Green Township

Cedar Township Liaison, OPEN

1. Call to order and attendance

The meeting was called to order by Lyndsey Eccles at 6:03 p.m.

Attendance was noted by Bette Newell.

## 2. Approval of Agenda

A motion was made by Terry Blood and seconded by Cecile Slywka to approve the agenda as presented. It passed.

## 3. Approval of consent Agenda

A motion was made by Bette Newell and seconded by Kylene Nix to approve the consent agenda consisting of the minutes of August 31, 2020 and the August bills as amended and financial statements of June (final), July and August. The total of the bills is \$25,742.14.

## 4. Citizen's requests/ Public comment

Jennifer reported that she has received a donation from Marilyn Sengelaub for \$5,000 to be used toward a new book drop box and \$200 from Evlyne Sheltroun for large print books. A book spine will be ordered for Marilyn and thank you cards sent by Bette.

## 5. Standing Committee Reports

A. Budget and Finance- will meet October 13, 2020 at 6 p.m., location to be announced..

B. Building Improvement Committee- will meet this month on date to be determined.

C. Strategic Planning Committee- will meet this month on date to be determined.

D. HR and Policy Committee-did meet and policy will be discussed later in the meeting.

## 6. Director's report

A. Metrics are available for review at the library. Nine children are signed up so far for the recently introduced program, 1000 Books Before Kindergarten.

B. The parking lot has been completed and patrons have expressed appreciation.

C. The subscription to ProQuest will be expiring in a couple months. Cost per year is \$1,238. Last year the Genealogy Society contributed over \$700 towards the purchase. This item is tabled til next month for consideration.

D. A letter to the state, addressing the deficiency letter from the state was reviewed. A motion was made by Kylene Nix and seconded by Terry Blood to approve this letter. It passed.

## 7. Ongoing Business

### Hersey Township Contract

Some details pertaining to the situation are as follows:

1. Including Hersey population in our service area raises the level of qualifications for our director. We would be required to hire a a director with a bachelor's degree or lose our state aid monies.
2. Penal fine monies have been decreasing over the last three years. This past year we received \$7,800 in penal fines from Hersey.
3. As it now stands, if we accepted this penal fine money from Hersey, it would cost us more than we would receive.

4. Russ Wayne was asked if he understood the situation and he said that he did.

5. A motion was made by Bette Newell and seconded by Terry Blood to not accept Hersey's proposal to accept their penal fines as sole payment for service to their township, and to discontinue library service to Hersey Township residents at the end of 2020. It passed. There was no opposition to the motion.

B. The case for unemployment compensation for our last director, Tom Burnosky, was dismissed when he did not appear for the hearing. He has 30 days from the dismissal to file another appeal.

## 8. New Business

A. A presentation concerning our audit was given by Doug Vredeveld. There were no big difficulties uncovered by the audit. It was recommended by him and approved by the Board to have Kylene sign the monthly bank reconciliation form.

B. The outdoor light for the back parking lot was completed by Isenheart Electric. While doing this they noticed the pole bringing power to the library is in need of attention. A written quote will be obtained for its repair.

C. A motion was made by Terry Blood and seconded by Cecile Slywka to adopt the proposed Purchasing Policy as presented. It passed. More policies will be brought forward next month, concerning PTO, marijuana, e-cigs, and mask wearing.

D. Some local grant opportunity deadlines have been missed, Jenn reported. A grant will be written for GLE for October, the

content to be decided. Jenn reported that she will have all open grants completed by the end of November.

Ideas for future grants included an outdoor microphone, a pavilion, landscaping of the back yard.

Lyndsey reported that the Story Walk was approved for Westerburg Park by the City Council, it may or may not be completed yet this fall.

Jenn indicated they would be changing book vendors from Baker and Taylor to Ingram, as they have been having difficulties with Baker and Taylor.

Jenn will put the discarded chairs out for sale.

Lyndsey will produce an information flyer for Hersey residents to explain their loss of service. These will be handed out to Hersey patrons as they come in to the library.

## 9. Adjournment

A motion was made by Terry Blood and seconded by Kylene Nix to adjourn the meeting . It passed. Meeting was adjourned at 7:40 p.m.

Respectfully submitted,

Bette Newell, Secretary, RCADL Board

next meeting of the RCADL Board is October 26, 2020 at 6 p.m.  
location to be determined.

