October 2019 Meeting Minutes

Henika District Library

Board of Directors Meeting

Thursday, October 10th, 2019 @ 6:00pm

1. Call to Order (6:02pm) by President Joshua Wright
   1. Members Present: Joshua Wright, Ann McInerney, Gary Marsh, Maria Musgrave, Danielle Simmons, Mary Ortiz (new township position)
   2. Members Absent: Amy Huyck, 1-open City position
   3. Staff Present: Nicole Gray
   4. Guests: Melanie Suk
2. Apporval of Agenda Motion by Marsh, Second by McInerney
3. Community Opportunity to Address the Board
   1. Reading Room update- Amanda Allers has been helping the Friends Group regarding the purchase of new furniture for the reading room. The area still needs a new desk and power strips. Now they are looking into a timeframe for painting the maroon vestibule entry door area to gray. Marsh suggested using an outdoor spray paint to speed up the process after taping off the windows. Next Friends meeting is Thursday 10/17 @ 1PM.

Friday 12/6 is Art Hop in downtown Wayland- Friends group will be having a final end of the year book sale during Art Hop.

1. Approval of September 2019 Meeting Minutes- McInerney motions, Second by Marsh
2. Financial Reports
   1. **September 2019**

Quickbooks Report

**Approval of Paid Bills** – Motion by Musgrave, Second by Marsh

Credit Card Detail Report

YTD Budget vs. Actual

1. Director’s Report
   1. **Monthly Statistics**-
   2. **Youth Report**- 113 participants at the Unicorn Party on Saturday 9/21, patrons would like more passive programming like that- possibly something geared specifically for boys?
   3. **Circulation Report**- Archiving for circulation stats has been completed- including the I typing, picture/book weeding is almost done.
   4. New Hire for Sara’s position will start on 10/24 she will be working one on one with Stephanie for getting new Tween/Teen programming into place.
2. Old Business
   1. N/A
3. New Business

Automatic Renewals have been in effect for quite sometime through Lakeland Co-Op, new discussion should the library be charging late fines anyway? The library will still have replacement costs for books.

Is Books a Foot still running? Who heads it up now- since Carol has retired?

1. Around the Table

McInerney- Ortiz is officially on the board! All of the staff is doing a great job!,

Ortiz- Excited about getting the Books a Foot program going again and is excited to be on the board, Marsh- 11/1 he will contact the city regarding winter storage of all of our picnic tables, Gray- Very excited that Ortiz is on the board, Wright- Was happy that Gray was kind but firm regarding Sara’s departure from the position in the Tween/Teen department.

Musgrave- N/A, Simmons- N/A

1. Adjournment- 6:59PM