Henika District Library

Meeting Minutes

Henika District Library  
Board of Directors Meeting   
October 8, 2020 at 6:00 pm

**Members Present:** Meghan Augustin, Amy Huyck, Jacqui Kuhn, Sara LeFevre, Gary Marsh, Danielle Simmons  
  **Members Absent:** Suzy Byville, Maria Musgrave  
  **Staff Present:** Nicole Gray - Director  
  **Guests:** None

1. Call to Order: Meeting called to order at 6:03 pm by Huyck
2. Approval of Agenda motioned by Marsh and seconded by Simmons. All yes, motion passed.
3. Community Opportunity to Address the Board
   1. Friends of the Library Update – Friends of the Library are not currently meeting. The staff continues to work on priming the door frame as time allows, but it is going slowly as staff is very busy.
4. Approval of September 2020 Meeting Minutes as amended motioned by Marsh and seconded by LeFevre. All yes, motion passed.

1. Financial Reports for September 2020.
   1. Discussed Tax Chargebacks from the County of Allegan for previously received taxes from Wayland Township in the amount of $691.70.
   2. Discussed grant reimbursement in the amount of $1806.68 for youth services grant.
   3. Approval of Paid Bills motioned by Simmons and seconded by Kuhn. All yes, motion passed.
2. [Director’s Report](#_bookmark6) included discussion of new hours and update on voicemail and website information. Discussed patron response to Reopening Policies and staff morale.
   1. Youth Report included information about two recently completed grants. Take and Make Kits continue to be successful. Will begin partnership with Allegan County Help Me Grow organization.
   2. Circulation Report discussed successful virtual adult programs including Escape Room and Take and Make Kit.
   3. Circulation Statistics remain low with COVID, but consistent. Virtual Programming attendance going well with positive feedback.
3. Old Business
   1. Board of Directors Officer Elections
      * + Amy Huyck, President
        + Sara LeFevre, Vice President
        + Gary Marsh, Treasurer
        + Jacqui Kuhn, Secretary
      * Marsh motioned to approve the board leadership slate as presented. Simmons seconded. All yes, motion passed.
4. New Business
   1. LeFevre motioned to approve the Defined Benefit Plan Adoption Agreement Addendum as presented for MERS plan effective January 2021. Kuhn seconded. All yes, motion passed.
5. Around the table
   1. Marsh anxious to make progress toward full time opening, happy that township residents are able to use WiFi in parking lot. Looking forward to resuming discussion of an expansion or new building.
   2. Gray thankful to the board for supporting the staff in reopening plans and procedures.
   3. Kuhn excited to be a part of helping the library grow, has participated in Take and Makes and virtual adult programming and enjoyed it.
   4. LeFevre excited to hear more about expansion plans.
   5. Huyck welcomed new members to the board, thankful for staff’s hard work.
6. Adjournment: Meeting adjourned at 6:46 pm by Huyck.