

## **St. Ignace Public Library Board Meeting Minutes– January 14, 2020**

The meeting was called to order at 5:06 PM with the following present: Alycia McKowen, Eliska Grogan, Ruth Lachapelle, Mary Maurer, Elaine MacDonald, Kim Nowack, and Martha Sjogren. Not present was Loni Brown.

Alycia McKowen made a correction to the December 2019 meeting minutes in section Board of Trustees: Loni Brown is not the vice-chair for the 2020 fiscal year, instead it is Eliska Grogan to be vice-chair (as stated in December 2018 minutes). A motion was made by Ruth Lachapelle to approve the December 2019 meeting minutes with the correction and was seconded by Mary Maurer. Motion was carried.

### **Old Business**

None

### **New Business**

Director's Report: Alycia McKowen presented the Director's Report and highlighted some key areas for discussion. Current library usage and trends were presented. Upcoming collaborations and community engagement events were discussed with Alycia highlighting an upcoming book club program to be located on the St. Ignace Elementary and Middle School. Alycia gave an update on the internal happening of the library. A discussion took place on how the library could play a role in setting up a community forum to discuss pertinent topics in a safe and open space.

Annual Report: Alycia McKowen presented the 2019 annual report.

Facility Image Audit: Alycia McKowen presented the annual facility image audit document to be filled out and return to ensure the library maintains a clean and safe building.

Request to move unused funds from Leadership Academy Stipend: Alycia McKowen requested that the unused portion of \$631.21 for the Leadership Academy Stipend be moved from the general fund into the 2020 budget into account #271-000-556, description Leadership Academy. Martha Sjogren made a motion to approve the request to move the remaining \$632.21 received in 2019 for the Leadership Academy Stipend to be used in the 2020 budget. Mary Maurer second the motion. A roll call vote took place: 6-yes, 0-no. Motion was carried.

EPS Security Quote: Alycia McKowen presented a quote from EPS Security to upgrade the security system to utilize the fiber optic infrastructure. This quote was for informational purposes until contact could be made with EPS Security to get better information on what the quote entailed. Alycia McKowen will present updated information regarding the security system in next month's board meeting.

### **Public Comment**

Alycia McKowen presented a thank you card from library employee Jill Eyre.

Discussion took place on trash removal for the basement, potential for an electrical car port, and free little library books.

Alycia McKowen updated the board on what occurred in the January 13, 2020 Friends of the Library board meeting. The Friends of the Library has a new president, Meghann Wolvert.

Approval of Payables: The library board signed off on the payables totaling \$4,240.71 with \$575.00 to be reimbursed by the Friends of the Library.

Meeting adjourned at 5:58 PM with a motion to adjourn made by Mary Maurer and seconded by Ruth Lachapelle. Motion carried.

Accepted February 11, 2020