

# St. Ignace Public Library Board Meeting

June 22, 2022 5:06 PM

The meeting was called to order at 5:06 PM with the following in-person attendance: Sharon Crotser-Toy, David Coven, Eliska Grogan, Elaine MacDonald, Ruth LaChapelle, and Bonnie Ledy. Not in attendance were Loni Brown and Kim Nowack. Eliska Grogan facilitated the meeting and also took minutes.

A motion was made by Ruth LaChapelle to accept the April 2022 board meeting minutes as presented. David Coven seconded that motion. Motion was passed.

## Old Business

**HVAC repair and budget overage:** Sharon Crotser-Toy updated the board on recent HVAC maintenance and discussion took place. The board was informed that there will be a need to amend the 2022 budget for that line item, possibly drawing from reserve funds to balance the budget.

**Director's contract:** Sharon Crotser-Toy asked to increase her vacation day accrual benefit from ½ day to 1 day per month. David Coven pointed out wrong dates on the Director's existing contract presented to the board. Discussion took place. David Coven made a motion to accept the Director contract with the new starting date being 5/20/2022 and ending date 5/19/2023 and the benefit increase to 1 day per month contingent upon city approval. The board advised the Director contract will need to be signed by the board President. Ruth LaChapelle will contact Loni Brown for that purpose.

## New Business

**Director's Report:** Sharon Crotser-Toy presented her Director's Report highlighting the May programs and internal happenings with details on Sharon Crotser-Toy's first weeks at the library.

**Board Secretary:** A motion was made by Ruth LaChapelle to rotate the board Secretary on an annual basis the same way the Chair and Vice Chair positions are rotated with the 3rd in line filling that role. David Coven will fill the board Secretary position until the end of 2022. Bonnie Ledy seconded the motion. Motion was passed.

Bonnie Ledy left the meeting at 6:11pm

**Payables:** The board signed off on the May 2022 payables totaling \$4,380.30.

**Public Comment:** Meet & Greet for Sharon Crotser-Toy is scheduled for 7/7 from 3-5:30pm at the St. Ignace Public Library. Ruth LaChapelle is assigning who will bring what.

Ruth LaChapelle also volunteered to contact the city to check on the status of the fallen tree removal.

A motion was made by Elaine MacDonald to adjourn the meeting at 6:7 PM. Ruth LaChapelle seconded the motion. Meeting adjourned.