
Minutes
August 9, 2022 Meeting
St. Ignace Library Board of
Trustees

Meeting was called to order at 5:15 PM

Members Present: Loni Brown, David Coven, Eliska Grogan, Ruth LaChapelle, and Sharon Crotser-Toy.

Members absent: Elaine MacDonald and Bonnie Ledy. Kim Nowack joined the meeting via Zoom.

Agenda Additions:

Two items were added to the agenda. They were the conflict between the regularly scheduled Board meeting on 13 September 2022 and a presentation on the Holocaust. The other item was a question regarding mileage reimbursement for the Library Director's trip to Marquette. It was decided that reimbursement for the trip to Marquette for a workshop would be pursued through normal City of St. Ignace administrative channels, and is covered in the budget.

The minutes from the July 12, 2022 Library Board meeting were read and approved by the Board.

Old Business

A brief discussion was initiated regarding the recent lighting project and the payment for that project.

A lengthy discussion among the Board members took place regarding the Assistant Library Director's proposed custodial duties and compensation for those duties.

A motion was made by Ms. LaChapelle and seconded by Mr. Coven to approve the job description for the Assistant Library Director's custodial duties as written. The motion passed.

A motion was then made by Ms. LaChapelle and seconded by Ms. Grogan to add 3 hours per week to the Assistant Library Director's hours at the rate of \$20/hr for his custodial duties. All Trustees present voted in the affirmative on a roll call vote.

HOURS:

Monday 10-5
Tuesday 10-5

Wednesday 10-7
Thursday 10-5

Friday 10-5
Saturday 10-3

Director's Report

Ms Crotser-Toy presented a very positive report on activities taking place in the Library. She believes that Library usage is moving in a positive direction. She noted the acquisition of new IT equipment obtained via a grant and the construction of a Story Walk. Discussion about the Story Walk project focused on getting volunteer help through the local newspaper and social media. In addition, Ms. Crotser-Toy discussed her visits to both the St. Ignace City Council and Moran Township Board of Trustees meetings.

A motion was made by Ms. Grogan and seconded by Ms. LaChapelle to move the regularly scheduled Board of Trustees meeting scheduled for September 13, 2022 to September 12, 2022 at 5:00PM. Motions was approved.

A motion was made by Mr. Coven and seconded by Ms. LaChapelle to approve the Library's new Code of Conduct with the following change in section IIB (Weapons. Carrying rifles, pistols, or other weapons that can cause grievous bodily harm, except as specifically permitted and exempt from local regulation by law, is prohibited.) Motion passed.

After a lengthy discussion concerning the repair of the Library's air condition system, a motion was made by Ms. LaChapelle and seconded by Ms. Grogan to approve the repair estimate by Automated Comfort Controls of \$14,478.00 unless the City of St. Ignace disapproves the Board of Trustee's decision and requires multiple bids. Motion passed.
The Board of Trustees signed off on the payables.

Motion by Ms. Grogan and seconded by Ms. LaChapelle to have Automated Comfort Controls upgrade current inside environmental controls by installing new Delta Controls at a cost of 1,029.00, unless the City of St. Ignace requires multiple bids. Motion passed.

The next board meeting is scheduled for September 12, 2022 at 5:00 PM.

There were no public comments and there being for further business to come before the Board of Trustees the meeting was adjourned at 6:15 pm by a motion made by Mr. Coven and seconded by Ms. Grogan. Motion passed.

HOURS:

Monday 10-5
Tuesday 10-5

Wednesday 10-7
Thursday 10-5

Friday 10-5
Saturday 10-3