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## Minutes

St. Ignace Library Board of Trustees

April 11, 2023

Meeting called to order at 5:01 p.m.

Welcome to new trustee: Deanna Draze was welcomed onto the Board. She was selected and sworn in at City Hall as the replacement for Eliška Grogan.

Roll Call:

Members Present: Bonnie Ledy, Deanna Draze, Kim Nowack, David Coven, Ruth LaChapelle, Loni Brown, and Elaine MacDonald

Members Absent: No One Absent

Others Present: Sharon Crotser-Toy, Martha Sjogren

Short Takes for Trustees, United for Libraries: An informative clip with Beth Nawalinski was presented concerning effective board meetings. Important points that were stressed included: come prepared for board meetings, follow the agenda, follow parliamentary procedure, as part of every agenda discuss the strategic plan, follow the open meetings act, closed or executive session are usually reserved for personnel issues and contracts.

Approval of the March 14, 2023 board minutes: Trustee LaChapelle made a motion to approve the minutes from the March 14, 2023 board meeting as presented; Trustee Coven supported the motion. The minutes of the March 14, 2023 meeting were approved unanimously as presented.

No additions to the agenda

OLD BUSINESS: Trustee Coven asked if there was any further news to report concerning the article that was shared with us during our last meeting. There was not nothing new to report.

NEW BUSINESS:

DIRECTOR'S REPORT: The library director presented her monthly report. The director was pleased with circulation numbers. Items that the director noted on her report included: The Seed Library which will open up on April 22nd and the Earth Day clean-up of the city, three important grants requests: the two percent grant asking for help with the cost of our AC unit, the St. Ignace Community Foundation grant requesting funding to replace computers, and a Community Foundation grant request for volunteer gardeners. The need to closely examine our community room use policy for needed updates was also discussed.

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## HOURS:

Monday 10-5  
Tuesday 10-5

Wednesday 10-7  
Thursday 10-5

Friday 10-5  
Saturday 10-3

APPROVAL OF PAYABLES: The payables were approved.

FUNDING FOR LINE ITEM 271-790-716.001: Our director asked that we adjust the budgeted amount for line item 790-761.001, self funding health premium, due to expenditures of \$2,445.89 with nothing allocated/budgeted for this line item in our current budget. It was suggested that we take money out of the general fund to cover this. Trustee LaChapelle made a motion that we transfer \$2,500 from the general fund to line item 271-790-716.001, Trustee Ledy supported this motion. Motion carried unanimously.

STRATEGIC PLAN UPDATE: Our director gave the board an update on the planned activities for April within our Action Plan for 2023. Under Goal #1: ongoing training opportunities for staff, Director Crotser-Toy highlighted training for staff on ILL RIDES and Canva (a document software). Under Goal #2, the St. Ignace Public Library and the Friends will be promoted during the Home Show in St. Ignace on the weekend of April 15. Under Goal #3, planning for the summer reading program is in the works with two paid SRP programs booked. And the Seed Library will be underway in April.

Director Crotser-Toy would also like to place our policies on Google Drive to make it easier to share with all of the trustees.

PUBLIC COMMENT: Martha Sjogren came to inform the library about the school's millage request for renovations and asked for our support in this endeavor. This request is on the ballot for May 2. Trustee LaChapelle also asked if we had heard back about the possibility for spraying to remove our poison ivy, but there has been no response to our request concerning that issue.

ADJOURNMENT: Meeting was adjourned at 5:45 p.m.

NEXT MEETING: Our next meeting is May 9, 2023.