

Minutes
St. Ignace Library Board of Trustees
June 13, 2023

Meeting called to order at 5:06 p.m.

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

Short Takes for Trustees, United for Libraries: Due to technical difficulties, we were unable to get onto the site. As a result, no Short Take for Trustees was presented.

Approval of the May 9, 2023 board minutes: Two corrections were made to the minutes of this meeting: the spelling of Kim Nowack's last name and the date of the Board Training was changed to June 8, 2023 instead of June 9, 2023. Trustee LaChapelle made a motion to approve the minutes from the May 9, 2023 board meeting with corrections; Trustee Brown supported the motion. The minutes of the May 9, 2023 meeting were approved unanimously with the noted corrections.

No additions to the agenda

OLD BUSINESS: Director Crotser-Toy brought the Board's attention to the contracted services line item 271.790.818.000 that needs attention. We are currently approximately half way through the year and have not only used up the entire budgeted amount of \$11,000, but have a shortfall of \$847.41. Crotser-Toy asked Board members to ponder this problem over the next month so that a decision can be made at our next board meeting on how to handle the expenditures in this line item. She has offered suggestions to solve this problem: amend the budget and adjust line items to cover these expenses, or transfer money from our fund balance by either paying for facility costs in this line item from our fund balance by moving money each time there is a facility cost in this line item, or move money from our fund balance twice a year to cover these expenditures. A decision will be made at the next board meeting.

HOURS:

Monday 10-5
Tuesday 10-5

Wednesday 10-7
Thursday 10-5

Friday 10-5
Saturday 10-3

NEW BUSINESS:

DIRECTOR'S REPORT: The library director presented her monthly report. The director was again pleased with circulation numbers. Items that the director noted on her report included:

Programming for the month of June has partnerships with the Michilimackinac Historical Society and the Hiawatha National Forest Service. Both of these entities are providing interesting programs for our patrons. The book sale was well received. And preparations have been made for the summer reading program.

APPROVAL OF PAYABLES: The payables were approved.

STAFF CREDIT CARD POLICY: After review and all questions answered, Trustee Brown made a motion to approve the Staff Credit Card Policy as presented. Trustee Drazé supported this motion. The motion carried unanimously.

Trustee Manuals, Library of Michigan: Two copies of the Trustee Manuals from the Library of Michigan were provided. Trustees expressed an interest in receiving additional copies of the manual for all, so more will be ordered.

PUBLIC COMMENT: Trustee LaChapelle noted that the volunteer gardeners have been working in the front area of the library to make a path.

ADJOURNMENT: On a motion by Trustee Brown, supported by Trustee Ledy, the meeting was adjourned at 5:49 p.m.

NEXT MEETING: Our next meeting is July 11, 2023.

HOURS:

Monday 10-5
Tuesday 10-5

Wednesday 10-7
Thursday 10-5

Friday 10-5
Saturday 10-3