
Minutes
St. Ignace Library Board of Trustees
September 12, 2023

Meeting called to order at 6:03 p.m.

Roll Call:

Members Present: Loni Brown, Kim Nowack, Deanna Draze, David Coven, and Elaine MacDonald

Members Absent: Bonnie Ledy, Ruth LaChapelle

Others Present: Sharon Crotser-Toy, Director

Short Takes for Trustees, United for Libraries: An informative clip entitled “Working with Friends and Foundations” was presented. The presenter began the presentation by delineating the different roles of Friends of the Library, library foundations and the trustees. A foundation focuses on fundraising, the friends of the Library act as liaisons, advocating for the library, while the trustees are the decision making group. The importance of all groups working together advocating for a common issue with a common message was stressed throughout the presentation.

Approval of the August 8, 2023 board minutes: Trustee Draze made a motion to approve the minutes from the August 8, 2023 board meeting as presented; Trustee Brown supported the motion. The minutes of the August 8, 2023 meeting were approved unanimously as presented.

No additions to the agenda.

OLD BUSINESS: Trustee Coven asked if there was any further information about fixing the library’s roof. Director Crotser-Toy informed the board that Bill Fraser, who is the head of DPW, was familiar with the roof and has offered to tackle the roof leaks. Because of this, the roof bid process is currently on hold.

NEW BUSINESS:

DIRECTOR’S REPORT: The library director presented her monthly report. Director Crotser-Toy was pleased that both our patron count and circulation were up. She highlighted the Family Kitchen program with 4-H and the Poets and Prose open mic event. Trustee Brown suggested that maybe the cooking class could be recorded and available for patrons who could not attend the class. It was also suggested that the library may also want to include students who can showcase their writings in a Poets and Prose night. Crotser-Toy was also excited that our library received a collection of VOX books for children through the Library of Michigan.

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.

FINANCIAL REPORT: The director noted that we have received library millage money and penal fine money during the past month. She stated that budgeted amounts in some expenditure line items will need to be amended. In a previous meeting a question was asked about interest on our \$400,000 fund balance. After contacting the city about this question, we have received no new information to date.

FUND BALANCE: With the fund balance at approximately \$400,000, our director also asked the Board to begin thinking about future projects, which could be funded with our fund balance, which may need to be completed in the library. Suggestions included: carpets cleaned and roof repair, and possible investment strategies.

SUMMER READING PROGRAM REPORT: The summer reading program was well attended this year, with reading club participation at 55. Program attendance was at 45. Director Crotser-Toy noted that going to the school before the beginning of summer and informing the students about this program really helped to generate interest and participation.

PUBLIC COMMENT: Trustee Kim Nowack informed the board that all the candidates who ran for election to the Superiorland Library Cooperative Board were placed on the board since the number of candidates running matched the number of seats available. So Trustee Kim Nowack will represent our library on the Superiorland Library Cooperative Board.

ADJOURNMENT: On a motion by Trustee Coven, with support from Trustee Brown, the meeting was adjourned at 6:15 p.m.

NEXT MEETING: Our next meeting is October 10, 2023.