
Minutes

St. Ignace Board of Trustees

April 9, 2024

Meeting called to order at 5:02 by Ruth LaChapelle. Deanna Draze appointed secretary due to the resignation of Bonnie Ledy.

Roll Call: Present: Ruth LaChapelle, Kim Nowack, Deanna Draze, Loni Brown, Elaine MacDonald, Sharon Crotser-Toy Library Director. Guest: Joe Power

Short Takes for Trustees: Topic—Board Self-evaluation

Minutes: March minutes reviewed. Elaine made motion to approve minutes. Kim supported. Motion carried.

Additions to the agenda: None

Old Business:

· Discussion of By-Laws revision. Committee made small recommendations: (1) the changing of one word (from “call” to “contact” in Article II-Duties and in Article v-Meetings, section 1: change “election of officers” to “appointment of officers on a rotating basis”.

New Business:

- Director’s Report.
 - Personnel: Library staff did superb job of keeping the library up-to-speed during Director’s leave. Director’s absence highlighted the need to update procedural gaps and “run book.”
 - Library of things still under development {expected to be complete by end of summer}. The braille book collection is undergoing significant weeding. Still looking for a new home for these volumes.
 - Community: City manager’s weekly meeting will be attended next week. Annual report presented to City Council April 8.
 - Financial Management: ~~Sault Tribe’s 2% Grant~~ The Community Foundation grant was submitted. If funded, money will be used to set up a semi-permanent display in the History Room in honor of Georgia Rhoades and her collection niece Mary Rhoades has donated to the library.
 - Professional Development: Director attended the UPRLC Conference Committee Meeting.
 - Review of past month’s program and upcoming events.
- Approval of Payables: The payables were approved.

HOURS:

Monday 10-5
Tuesday 10-5

Wednesday 10-7
Thursday 10-5

Friday 10-5
Saturday 10-3

- Financial Report: Hourly Employee Compensation (non-administrative Staff) Policy document was passed out in addition to Revenue and Expenditure Report.
- Board Resignations: David Coven and Bonnie Ledy resigned. Elaine made the motion to accept the resignations. Deanna supported. Motion carried. Ruth will provide cards to thank them for their public service and leave them at the front desk for trustees to sign.
- New Trustee Approvals: Director made the recommendation that Joe Power and Jim Carnes be appointed trustees. Kim made the motion to approve the recommendation. Elaine supported.
- Committee recommendations: Recommendation was made for Joe Power to join Elaine on finance committee and Ruth to join Loni on evaluation committee. Appointments will wait until new trustees are officially appointed by city council.
- Holiday Pay discussion. Officially, city employees were off on Good Friday. The library was open. So there is a question whether library employees receive holiday pay or whether they receive comp time. More information needed on city policy.
- Mowing bid presented from Northland Services U.P. Loni made motion to accept the bid. Motion supported by Elaine. Motion carried.
- Superior Board Member Appointment needed. Loni made the motion that Kim Nowack be appointed. Motion supported by Deanna, motion carried.

Meeting adjourned 5:53

Next meeting: May 14, 2024

Respectively submitted by Deanna Draze—April 15, 2024

HOURS:

Monday 10-5
Tuesday 10-5

Wednesday 10-7
Thursday 10-5

Friday 10-5
Saturday 10-3