

MINUTES OF THE FENNVILLE DISTRICT LIBRARY
BOARD OF TRUSTEES
December 19, 2024

Draft

Present: Willow Vandenberg, Donna Matula, Becky Jamros, Bob Sherwood, Marilyn Jessup, Robin Buchler, Midge Bernard, Kathy Yankee

Absent: None

Staff present: Teresa Kline, Abi Avery

Observers present: None

Meeting called to order: 4:01 by President Marilyn Jessup

Approval of Agenda: *Moved by Buchler, Seconded by Vandenberg to approve agenda with the addition of Trane Service Agreement to New Business. Passed 8-0*

Approval of Minutes: *Moved by Sherwood, seconded by Bernard to approve minutes of meetings on November 21, 2024 and of joint meeting with City Council on December 16, 2024. Passed 8-0.*

Public Comments: None

Correspondence: Thank you note from the Martin Family for support of Dennis.
Thank you note from Marilyn Jessup for a bouquet at the time of Joshua's passing.

Financial & Budget: We are in audit now.
Penal fines are very low, below \$5,000.
Millage for new fiscal year is starting to come in.
Reports received and filed.

Director's Report: *Teresa received a letter from the IRS about information (1099, W-2) that should have been e-filed. There will be a penalty in 2025 of \$310 for not e-filing. Very complicated process including a special code from the IRS.
*Renew SAM documents for grants. Updated yearly.
*Downstairs bathroom is clean and dry. Teresa will contact Brent to finish walls and ceiling.
*Having behavior problems with groups of middle school students multiple times. Patrons are disturbed by students wrestling and being loud. One patron reported overhearing a student say, "don't put your hands on my body". Students have been observed making obscene gestures. They have been asked to leave and told that they must bring a parent back in order to return. The interactions have been recorded on closed circuit cameras.

President's Remarks: Grateful for past leadership on the board – in particular Mary Barden.

Board Member Remarks:	Sherwood expressed appreciation for Teresa's preparation of the board regarding the financing of the parking lot construction project.		
Committee Reports:	None		
Unfinished Business:	<ul style="list-style-type: none">*Joint meeting with City Council about LEO grant bids for splash pad and library parking lot. Some city commissioners seemed confused about cost and financing of the splash pad. The DDA members had approved it 6-2. DDA has funds so no risk to city. See minutes of 12/16/24 for more information.*ServPro quote: Last month's packet had the wrong quote. It ended up being \$1400 due to a couple discounts. We now have a file with them.*Board dinner in January will be at Boatwerks after the 1/16/25 mtg.		
New Business:	<ul style="list-style-type: none">*Art Auction – R. Kruithof wants to donate 2 paintings to the library that we could sell. Estimated value of \$2500-\$4000.*Audit – haven't heard anything yet.*We have CDs maturing but will hold off on decisions about them until we know the parking lot financing situation.*Sick time – handbook needs revising due to congressional action.*Minimum wages will go up twice in 2025.*TRANE service agreement: services everything in the electronics room. Renews every 3 years. It has been good coverage. <i>Yankee moved and Matula seconded to renew the contract. Passed 8-0.</i>*Grant update by Abi: she has submitted an ALA grant application for improving accessibility to the lower floor by upgrading the elevator. The grant would be \$10,000 - \$20,000. Abi reports that there is DDA grant money that can be used for 50% of accessibility expenses up to \$10,000.*Religion News Service of NY reporter Fiona Andre published a list of books on Spiritual ILiteracy and Abi is quoted!		
Gifts:	Memorial gifts are coming in for Dennis Martin.		
Public Comments:	None		
Adjourned:	At 5:00	Next meeting January 16, 2025	

Respectfully submitted,
Kathleen Yankee, Secretary