

DRAFT

MINUTES OF THE FENNVILLE DISTRICT LIBRARY
BOARD OF TRUSTEES
January 16, 2025

Present: Marilyn Jessup, Willow VandenBerg, Donna Matula, Bob Sherwood, Robin Buchler, Midge Bernard, Kathleen Yankee.

Absent: Becky Jamros

Staff Present: Teresa Kline, Abi Avery

Observers Present: None

Meeting Called to Order: at 4:01 by Marilyn Jessup, President.

Approval of Agenda: *Moved by Buchler, seconded by Sherwood to approve agenda. Passed 7-0.*

Approval of Minutes: *Moved by Bernard, seconded by VandenBerg to approve minutes. Passed 7-0.*

Public Comments: None

Correspondence: A letter from the IRS regarding e-filing. The TCC Code is in hand.

Financial & Budget: Millage has started arriving – more should arrive January 15th.
Penal fines for December 2024 only \$3786.
Otherwise, only normal expenses .
Reports received and filed.

Director's Report: -Board member Midge Bernard has resigned due to move to NC. Process has begun for City of Fennville to name replacement. Board members expressed appreciation for Midge's service and wish her well.
-Michelle is working on library inventory and card-catalog match up.
-February 11th – Joan Donaldson book launch for her new book. 7:00-8:30.
Drop-in event with books available to purchase and have signed.
-Problems with the library's fax line. Frontier has been difficult to work with.
-FOIA request received today from SmartProcure.
-New computers are in!
-Allegan Co. Director's meeting earlier today. Speaker reviewed various grant opportunities coming up. There will be a County-wide library staff training day in September. We will close so all staff can attend. The location of the event will be at the Gun Lake Tribe summer camp, hosted by the Gun Lake Tribe which has opened a new library. Teresa continues as President of the association. The director's group discussed Hoopla – a service that provides music, movies and graphic novels. It is free to users but the library is charged.

Director's Report cont.	Abi has applied for a grant through CMU's Clark Library. The grant would mean our local paper archives would be digitized by CMU.
President's Remarks:	Happy to recognize Becky Jamros as new member of the board.
Board Member Remarks:	Sherwood commends the snow removal crew for a good job.
Committee Reports:	None
Unfinished Business:	<p>-Parking Lot Update: Our bond attorney advice is to solicit bids on March 31st with a bid deadline of April 14th. The board would accept the lowest bid on April 17th and close on April 29th. Money would be paid to the city on May 1st.</p> <p>-Our project manager is Doug. Teresa has met with 4 people from Midwest Construction. Doug is working on a timeline for the work.</p> <p>-On January 17 Teresa will meet with our landscape designers for them to look at the construction plans.</p> <p>-Earned Sick Time Act/Sick Leave Policy. See packet. It could all change due to action by state legislature but in the meantime we need a new policy. <i>Matula moved, Yankee seconded to accept new sick leave policy (see packet). Passed 7-0.</i></p>
New Business:	<p>-We have 2 CDs that have matured (CIBC Bank USA and Goldman Sachs Bank USA) (see packet). <i>Yankee moved, Sherwood seconded to reinvest \$100,000 with Bank of America for 12 months at 4.10%. Passed 7-0.</i> The remainder of the matured CD balance will be retained as interest.</p> <p>-FOIA request from SmartProcure – Teresa is working on it.</p>
Gifts:	<p>-<i>Jessup moved, Buchler seconded to accept memorial gifts for Dennis Martin. Passed 7-0.</i> Teresa reported that there is over \$6000 in parking lot memorial fund. Friends of the Library will be doing fundraising for the project.</p>
Public Comments:	None
Meeting Adjourned:	at 4:50 pm
Next Meeting:	February 20, 2025

Respectfully submitted,

Kathleen Yankee, Secretary