

Schoolcraft Community Library Board

Minutes of March 28, 2018 Meeting

I. Meeting called to order at 7:18 by Haas

II. Attendance: Director VanRavenswaay, Swiat, Bergland, McGehee, Harrell, Crissman, Willis, Goes, Haas.

Remote: Gammill

III. Agenda: Motion to approve the agenda by Swiat, 2nd by Crissman. Motion approved.

Motion to approve the appointment of Jim Goes to the Board of Trustees of the Schoolcraft Community Library by Harrell, 2nd by McGehee. Motion approved.

IV. Minutes: Motion to approve minutes of February 28, 2018 by Crissman, 2nd by McGehee. Motion approved.

Treasurers Report: Gammill noted the balance in the checking account is just over \$108k, with the savings at \$1440.00. Gammill commented that we are in great shape heading in the next fiscal year.

Approval of Bills(payables): Director VanRavenswaay noted the fee for the return of the copy machine, website update, and snow plowing. She also noted that we are under budget for staffing, and the receipt of property tax revenues.

Motion for approval to pay bills by Harrell, 2nd by Haas. Motion approved.

Public Comment: No public comment.

Old Business:

1. Library 30th Anniversary:

*Crissman requested the formation of three sub-committees which will be as follows:

A. Notification: Willis- press releases. Gammill, Bergland- invitations etc.

B. Programs: Crissman, Harrell

C. Refreshments: Swiat, Haas, AnJie Havens

Next Meeting will be mid-April.

2. Policy Review:

* Library Computers and Internet use- Harrell, Gammill.

Harrell recommended review in May with the technology committee.

*Safety Policies- Crissman Haas.

No Changes.

*Wireless Access Services- Bergland, Willis.

It was noted the new access points may help limit after hours internet access. Harrell suggested we check recent mitigation with ALA and our attorney.

* Bulletin Board/Display/Exhibits- Swiat, McGehee.

McGehee suggested having a name and phone number on the back of items on exhibit.

Motion to approve updates by Crissman, 2nd by McGehee. Motion approved.

New Business:

1. Invitations were handed out for the Volunteer Recognition. Staff Recognition will take place at the April meeting.

Committee Reports:

****Facilities- Crissman noted there would be a walk through in April.

****Finance- Gammill noted that we are currently over budget.

****Personnel- Willis noted that Director reviews are in, and will be distributed soon.

****Community Relations- Bergland noted the Donor Drive is under way with focus on the 30th Anniversary Celebration.

****Technology- The committee will meet before the May meeting.

Directors Report: Director VanRavenswaay submitted her report to the Board highlighting-

*Little Eagles Daycare has reached out to coordinate with the Library Staff for story time.

*Girl Scouts delivered the new food donation box.

*Matt Webster and staff from Schoolcraft Elementary filmed a Facebook video about Library services, and discussed upcoming summer lunch/reading program in the works.

*Due to an ongoing breach in Library Code of Conduct, a patron lost wifi privileges until April.

*Thirtieth Anniversary Party planning is underway.

*Story Book Walk is on display!

Motion to Adjourn at 8:16pm by Crissman, 2nd by Harrell. Next Meeting April 25th at 7pm.

Respectfully Submitted by K. Bergland