

Minutes
Schoolcraft Community Library
Board of Trustees
November 16 , 2022
6:00pm

Roll Call

Board Members Present

Todd Allgor

Ashley Willis

Priscilla Swiat

Bob Crissman

Nancy Haas

Jennifer Sportel

Absent: C. Harrell

Library Staff Present: Director Pam Ballett

Call to order at 5:59pm

APPROVAL OF AGENDA

Approval of the agenda: Sandie, Ashley second

Minutes of October 26, 2022

Motion to approve: Priscilla, Todd second

Treasurer's Report

Two months of reports per Sandie - October sparse per usual, November is looking better as monies are now coming in.

Revenue - still a bit to come in (84% is in, remaining will be coming in from now to December)

Approval of Bills (Payables)

Motion to approve - Sandie, Nancy second

Public Comment: *3 minutes per speaker will be provided for individuals to comment on the Schoolcraft Community Library's operations, procedures and collections.* None

OLD BUSINESS

NEW BUSINESS

1. Approval of Payroll Budget

Motion to approve - Priscilla, second Bob

2. Operating Budget 2023-2024

Finance committee met. Tonight is the first reading of the budget. Payroll is largest of the budget (just approved). Changes - payroll cushion. \$12,000 increase in payroll

budget but it is what we expected. Trimming back in some rearrangements of supplies. Upped contractual for website revamp. Circulation system is different with an added increase. Utilities are a bigger increase - up \$1,500. Increase in adult book collection. Increasing the large print books. We are not at the recommended percentage for book/ material budget. \$10,000 from approved projects (rolled over from last year's budget). As of October, we were at 64%, projected was 67%. We will end right at budget or slightly below.

Revenue is still going up too.

Questions to Priscilla, Sandie or Nancy. Vote for approval will be in January.

3. Board Resignations

Priscilla moves to president with Sandie following.

COMMITTEE REPORTS

1. **Facilities**—*Bob Crissman, Nancy Haas, Todd Allgor*

Leaf removal was great. Tom Wolthius will be plowing. Furnace was fixed and so far so good.

2. **Finance**—*Nancy Haas, Priscilla Swiat, Sandie McGehee*

See above report

3. **Personnel**—*Ashley Willis, Courtney Bordner, Jennifer Sportel, Cindy Harrell*

None

4. **Tech Resource** *Todd Allgor, Cindy Harrell, Sandie McGeehee* None

Director's Report

See attached report

Next meeting January 25, 2023

Motion to adjourn by Priscilla, second Jenny

Meeting adjourned at 6:14