

**Schoolcraft Community Library Board of Trustees**

**Meeting Minutes June 22, 2022**

**Place: SCL Crissman Community Room**

**Date: June 22, 2022**

**Time Meeting Called to Order by Library Board President or Trustee: 6:00 p.m.**

**Roll Call**

***Board Members Present***

Todd Allgor: Vicksburg

Courtney Bordner: Village of Schoolcraft

Bob Crissman: Prairie Ronde

Nancy Haas: Schoolcraft Township

Cindy Harrell: Village of Schoolcraft

Jennifer Sportel: Village of Schoolcraft

Ashley Willis: Village of Schoolcraft

***Board Members Absent:*** Sandie McGehee: Village of Schoolcraft; Priscilla Swiat: Prairie Ronde

***Library Staff Present:*** Director Ballett

**Adoption of Agenda for General Library Board Meeting of June 22, 2022**

**Discussion and Action Taken:** President Haas asked if there were any additions or changes needed to the agenda for current meeting before agenda adoption.

**Motion:** Motion was made by Trustee Bordner to adopt the agenda for June 22, 2022 general board meeting.

Supported: Trustee Crissman

Motion carried: Yes 7. No 0.

**Adoption of General Library Board Meeting Minutes of May 25, 2022**

**Discussion and Action Taken:** President Haas asked for any additions or changes to general board meeting minutes of May 25, 2022.

**Motion:** Motion was made by Trustee Crissman to adopt the general board meeting minutes of May 25, 2022.

Supported: Trustee Allgor

Motion carried: Yes 7. No 0.

**Treasurer's Report**

**Discussion and Action Taken:** Reported by President Haas that the budget is right on track for this time of year. Grant monies spent. President Haas asked for clarification regarding Woodlands cooperative services and Director Ballett explained the services provided.

## **Approval of Bills/Payables:**

**Discussion and Action Taken:** All payables shown to be in good order. President Haas asked for a motion to approve the library bills and payables.

**Motion:** Motion was made by Trustee Haas to approve the library bills and payables.

Supported: Trustee Willis

Motion carried: Yes 7. No 0.

## **Comments or Requests from the Public, Board Members, or Library Staff**

President Haas opened for any comments. N/A

## **Old Business: No old business on the agenda**

## **New Business**

A. TM Asphalt/Sealing LLC (Brandon Bordner) to fill parking lot cracks

**Discussion and Action Taken:** TM Asphalt has been contracted to fill all cracks in the library parking lot. Contract is signed and in process.

B. Strategic Planning

**Discussion and Action Taken:** Director Ballett shared a Strategic Planning packet regarding SCL strategic planning that included the Board's work prior to Covid pandemic protocols put in place in the community and at SCL, to "continue SCL's growth by creating specific objectives, timelines and accountability for SCL Board of Trustees."

**History:** At the close of the Board's planning before pandemic protocols, they asked Director Ballett to research the purposes, processes and outcomes for ways to strengthen strategic planning for SCL.

**Present:** At the June 22, 2022 meeting Director Ballett spoke with trustees sharing insights from workshops and directorship conferences, as well as researched information on how the board might sharpen the current strategic plan:

- Current plan is very detailed and could be less so to create a more fluid plan that still progresses the library program forward. A simplified plan that would remove ongoing projects, could shine light on the imperative work and projects (perhaps 3-5) needed within the timeframe designated in the plan. Director Ballett shared several examples of envisioned goals.
- Director Ballett would also like to see FOL reestablished
- Director Ballett also posed several questions for trustees to consider in this discussion:
  - What types of input will be needed to achieve specific goals?
  - When, and at what point in the current plan would trustees like to begin?
- Trustees responded to the discussion:
  - Trustee Bordner suggested that the plan might concisely be written to one page document
  - Staff input is KEY. Perhaps a survey for their input would be helpful with some focus goals to begin their thoughts regarding the mission and vision statements, current goals what goals they would like to add and how they might be achieved.

Conclusion: President Haas summarized:

- Board of Trustees would like Director Ballett to share the current SCL mission and vision statements with the staff and to begin staff input in August or September. (After the summer reading program has been completed.)
- Trustees should please prepare additional thoughts, perceptions, future plans and ideas for strategic planning to bring forward for further discussion at the September board meeting

### **Committee Reports**

1. Facilities: Bob Crissman, Nancy Haas, Todd Allgor: N/A
2. Finance: Nancy Haas, Priscilla Swiat, Sandie McGehee: N/A
3. Personnel: Ashely Willis, Jennifer Sportel, Courtney Bordner: N/A
4. Technology Resource Group (As needed)

**Director's Report:** Summer program is full-steam ahead and progressing swimmingly! Patrons enjoying the décor and activities with oceans of attendance, with joyful and positive comments. Great work library staff! Many thanks to Terry Haas, Nancy Haas, Todd Allgor and Bob Crissman for all of the upkeep and updating of the library outdoor landscaping.

**Adjournment** Time: 6:25

**Discussion and Action Taken:** President Haas stated that if there was no further business to be considered, a motion to adjourn the meeting would be accepted.

**Motion:** Motion was made by Trustee Haas to adjourn the meeting.

Supported: Trustee Crissman

Motion carried: Yes 7. No 0.

Recorded and transcribed by Cindy Harrell, Trustee and Board Secretary.

Next General Library Board Meeting: July 27, 2022, 6:00 p.m., SCL, Crissman Community Room

**Addendum:** After the board meeting was adjourned a reception was given in honor of Marty Benthin's retirement. Trustee Crissman shared a lovely timeline of Marty's service to the Schoolcraft community. Marty certainly has been and will always be a treasure to be remembered in the community and to the library.