

Schoolcraft Community Library General Board of Trustees

April 27, 2022 Meeting Minutes

Place: SCL, R. Crissman Community Room

Date: April 27, 2022

Meeting Called to Order by Library Board President Haas: 6:06 p.m.

I. Roll Call

Board Members Present

- Nancy Haas; Schoolcraft Township,
- Cindy Harrell; Village of Schoolcraft,
- Sandie McGehee; Village of Schoolcraft,
- Bob Crissman; Prairie Ronde,
- Ashley Willis; Village of Schoolcraft.
- Todd Allgor; Vicksburg
- Courtney Bordner; Village of Schoolcraft

Board Members Absent

- Priscilla Swiat; Prairie Ronde
- Jennifer Sportel; Village of Schoolcraft

Library Staff Present: N/A

II. Adoption of the Agenda for General Library Board Meeting of April 27, 2022

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

Motion: Motion made by Trustee Bordner to adopt the agenda for April 27, 2022 general board meeting. Supported by: Trustee McGehee.

Motion carried. Yes. 7 No. 0

III. Adoption of General Library Board Meeting Minutes of February 23,2022

Action Taken: Board President Haas asked if there were any additions or changes to General Library Board Minutes of February 23, 2022 before adoption.

Motion: Motion was made by Trustee McGehee to accept the board meeting minutes of February 23, 2022. Supported by: Trustee Allgor.

Motion carried. Yes. 7 No. 0

IV. Financial Reports

Treasurer Report: Trustee/Treasurer McGehee reported that tax revenues are being received and funds are in good order. Trustee McGehee further noted that \$6,000 has been moved from checking account to savings bringing the balance in savings to \$25,000. Funds have not been transferred to the CD account to date. When the savings account balance reaches \$35,000, more funds will be moved from the checking to the CD account.

Approval of Bills (Payables): Trustee Treasurer McGehee stated that all bills and payables were as normal.

Action Taken: Board 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 by: Trustee Crissman.

Motion carried. Yes. 7 No. 0

V. Comments or Requests from the Public, Board Members, or Library Staff

President Haas opened for any comments from public. N/A

VI. New Business

A. Grounds Maintenance

Discussion: Trustee Crissman shared that Randy Palmer, who is currently taking care of mowing library grounds, is no longer able to do so. Trustee Crissman further proposed whether the board should consider hiring someone to not only attend to mowing, but also other grounds maintenance as well.

Action Taken: The board members agreed that a person/s should be hired to take care of general grounds maintenance along with the mowing responsibilities. Trustee Crissman will meet with Director Ballett to discuss filling this position.

B. Marty's Retirement

Discussion: Marty will be retiring from his general maintenance service to the library June 30, 2022. Trustee Crissman shared that he will meet with Director Ballett to plan some type of celebration of Marty's outstanding and gracious service to the library. They will also discuss other solutions to fill the loss of his skillful work.

Action Taken: Trustee Crissman will meet with Director Ballett

VII. Committee Reports

A. *Facilities-Bob Crissman, Nancy Haas, Todd Allgor:* Bids will be taken to fill the cracks in the library parking lot. The committee will conduct a walk-through of the library facilities in May.

B. *Finance-Nancy Haas, Priscilla Swiat, Sandie McGehee:* N/A

C. *Personnel-Ashely Willis, Cindy Harrell, Jenny Sportel, Courtney Bordner:* N/A

X. Director's Report: Trustee Haas reported for Director Ballett that an author visit will take with Michigan Author, Lisa Sukenic, author of *Miles From Motown*, Wednesday, May 4, 2022, 6:30-7:30, at SCL. Trustee Crissman and Director Ballett will be attending the Vicksburg Foundation event highlighting the historical book that they have collectively authored. A copy of the book will be purchased for the library.

XI. Adjournment 6:20 p.m.

Action Taken: Library Board 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 by: Trustee Allgor.

Motion carried. Yes. 7 No. 0

Recorded and Transcribed by, Cindy Harrell, Schoolcraft Community Library Board Secretary

Next General Library Board Meeting: May 23, 2022, 6:00 p.m.