

Schoolcraft Community Library Board

Minutes of April 26, 2017 Board Meeting

I Meeting : Called to order at 7:05p.m. by Swiat

II Attendance: Director VanRavenswaay, Bergland, Brooks, Crissman, Gammill, Haas, Harrell, McGehee, Swiat, and Willis

III Agenda: Motion by Willis, 2nd by McGehee for approval of the Agenda of April 26, 2017. Motion carried.

IV Minutes: Motion to approve the minutes of March 22nd, 2017, with the correction of the typo, Millage, (not, mileage), by Crissman, 2nd by Haas. Motion carried.

Treasurer's Report: Gammill gave a recap of the last fiscal year, noting that site revenues, donations, and contributions are up. VanRavenswaay added that there are updated numbers to be added, she will forward this information to Gammill. Gammill added that there is no anticipated movement in monies soon. Swiat noted that the library does not have a steady flow of income, VanRavenswaay added that the summer, late fall, and winter months are the leaner months financially.

Approval of Bills (Payables): VanRavenswaay noted that a scanner was purchased, funds donated by FOL. Also noted was the bill from Mitchell for services in March, and bill for Air Zoo. VanRavenswaay reported the following patron numbers:

764, Prairie Ronde

761, Village of Schoolcraft

592, Township

94, Reciprocal

Motion for approval to pay bills made by Harrell, 2nd by Gammill. Motion carried.

Public Comment: No public comment

Old Business:

1. Bylaws Reviews

Article I: Haas, McGehee. No changes recommended.

Article II: Brooks, Crissman. No changes recommended.

Article III: Swiat, Gammill, and Willis. VanRavenswaay noted the 6 year term is outside the norm, that it could be revisited.

Article IV: Bergland, Harrell. Willis questioned the definition of the term, "Misdemeanor", in

paragraph 4.2D. Swiat will make inquiry, and report back to the Board.

Motion to approve articles, I, II, III, and table article IV, made by Haas, 2nd by Swiat. Motion carried.

2. Woodlands visit/Trustee orientation will take place May 24th at 7p.m. Swiat asked for a packet in advance for Trustee preparation and review.

3. QSAC update. Director VanRavenswaay reported that the reviews are done every three years. Staff has always met or exceeded the appropriate level for our library size

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4. Recognition of Vicki Bell. Haas will be in contact with her to schedule a time to honor her.

New Business:

1. Incident on April 17, 2017.

VanRavenswaay reported that a patrons' bicycle was taken by another patron from the bike rack. The incident was taped by the security camera, and the suspect was caught. The bicycle was returned, no charges were filed. Chief Campbell suggested the Director send a letter restricting the suspect from use of the library. VanRavenswaay noted that our current policy does not directly cover this type of issue. She also noted that other libraries have a graduated 30, 60, 90 day restriction policy based on the offense, or recurring offenses. After lengthy discussion by the Board, it was suggested that Director VanRavenswaay, draft a letter denying library services to the perpetrator for 60 days. VanRavenswaay proposed a new policy to cover future issues. A Motion was made by Brooks to draft the letter to deny library services for 60 days in this incident, and review new policy for adoption at the next Board meeting. 2nd by Gammill. Motion carried.

2. Repeal of FCC Privacy Rules and Comcast Statement.

Director VanRavenswaay reported that in March, Congress voted to repeal internet privacy rules. Comcast reports they will not sell our browser history.

3. Book/Bake Sale Volunteers needed May 12 and 13. Please contact the library if you can help.

Committee Reports

*** Facilities:(Brooks, Bergland, Crissman)

Crissman reported that he had applied a second coat of weed and feed. Also looking in to carpet contractors to install sound proofing wall in the community room. Committee to be held April 28th at 1pm.

*** Finance:(Gammill, Haas, Swiat)

The committee met and discussed staff pay scale, VanRavenswaay is researching this issue. Haas discussed the Boards support of continued education for our Director. Gammill and Haas brought discussion on re-establishing a relationship with local preschools, Gammill has made connection with the First Presbyterian Church on this, and was well received. Haas suggested publicizing the libraries reading programs in the Schoolcraft newsletters.

*** Personnel (Willis, Haas, Crissman)

Haas coordinated a Staff appreciation gift. Crissman added to that a much appreciated blender and an off to make Malted for the staff.

*** Community Relations (Bergland, Willis, Brooks)

Meeting was held April 26th. Full report will be sent to the Board for review prior to the next meeting.

***Technology (Harrell, McGehee)

No Report

Director's Report: Director VanRavenswaay submitted her report to the Board highlighting:

*Library Hop -Very positive feedback!

*Kalamazoo Makers Guild- Abby Chapin, along with members of the Guild will be hosting events and programs over the summer months.

*Food For Fines- 2 bins of food were collected. The volunteer brunch was great fun, as well as Don Sanborn's book talk and the student art display .

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*FOL Donor Drive is off to a great start.

*Senior Information Fair on May 24th, Annual auditor visit on May22nd, and Schoolcraft Township meeting on May 9th.

Willis motioned to adjourn at 8:24 p.m. 2nd by McGehee. Motion carried

Respectfully submitted by K. Bergland

NEXT MEETING: May 24, 2017 at 7:00 p.m.