

Library Board Meeting

11/2/2021

Members present: Toni Loutzenhiser, Charlie Mitchell, Debbie Rickman, Melanie Robison and Sharron Tebo

Guests: City Manager Clint Holmes, Mayor Julie Miller and Ronda Johnson.

Meeting called to order at 7pm with the pledge. Motion by Sharron that was also seconded by Melanie to approve last meeting minutes. All were in favor, and motion passed. Motion by Melanie that was seconded by Toni to pay the bills. All were in favor of paying them and motion passed. There was roughly \$75,000 as of today in our checking account. Discussion on the profit and loss sheet. Charlie says to look it over and we should set our budget soon.

Charlie met with Kyle Haning, and he was checking in to see how our children's shelving ended up looking. He also dropped off some brochures. Kyle mentioned he did bike racks but we already have something in the works with the school. We thought the kids from shop class could design and build one for a project for class.

Still no new news from Krause on our lighting project. James Oliver did our new cabinets. He had to come back and do some reworking because he covered up the outlets. He also will fix the drawers that were too narrow for file folders to fit. He may also fix our drop box. Ed from E&J was going to but never came back.

Apollo training can start anytime. It will take up to 3-5 months for all the set up to be done. We need to get a laser printer to accommodate the bar code upgrade. We have one barcode scanner, and Shirley suggests having two.

The Anne M. Seuryneck, attorney, is still working on the district library status and finding where our school district lines lay. We should get a list of all the places we have contracts with for when our name changes we can tell them. Such as DTE, Semco and so on. Discussion on what to do with

payroll when we change to district status. Do we use quick books or have an accountant? Lots to think about with the district library in the works. Adding an extra employee and increased hours is also a possibility.

Sharron went to Laser Expressions and got prices on shirts and bags we may want. We also may want to sell some as a fundraiser. We talked about maybe putting up a sign up sheet for people to tell us if they would be interested in buying any.

Our open house is set for Dec 3rd at 5pm to happen just before the tree lighting on Main Street.

Book club is still meeting with just 3 members as of now. They had a good discussion this month. They meet again on Dec. 1st to get past

Thanksgiving weekend. Adaptive Environments is coming out to talk about the lift chairs they do. Thanks to Julie for the contact. They will be here Nov. 8th or 10th.

The new group use procedures has been typed up by Charlie. Audit review reply has been sent in by Charlie, and no response yet. The Boy Scouts has hung up a new flag. Charlie will change the sign for the last day of brush pick up, and the beginning of leaf removal.

Our next meeting will be Dec. 6th. Motion to adjourn by Melanie that was seconded by Sharron. All were in favor of adjournment, and motion was carried at 8:12 pm.