

CHARLOTTE COMMUNITY LIBRARY

BOARD MINUTES

January 20, 2022

Minutes of a regular meeting of the Board of Trustees of the Charlotte Community Library, County of Eaton, State of Michigan held as a regular meeting on January 20th at 7:00 p.m.

Roll Call was taken: Gloria Wilson - Here, Eunice Borrelli – Here (remote), Keith Tirrell - Here, Mary Sloan - Here, Robert Monschein - Here

Absent: Brandon Dyer, Cindy Cook (sick)

Also, Present: Library Director David Votta, Sara Horn (Note taker)

President Borrelli called the meeting to order at 7:00 p.m.

Approval of Agenda: Member Wilson made a motion to approve the agenda with additions of Collection Development Policy to New Business and Friends of the Library Update after Approval of Minutes, seconded by Member Monschein. Motion passed.

Public Comments: No public in attendance.

Auditor's Presentation: Postponed to February 17th.

Approval of Minutes: Member Monschein motions to approve the minutes from the November 18, 2021 meeting. Member Tirrell seconded the motion. Motion passed.

Friends of the Library Update: Approved buying Summer Reading shirts for staff and a canopy for outdoor library events.

Financial Report: Member Wilson sent each member by email an explanation of our finances. Member Sloan motions to approve the financial report and to pay bills with addition to Blue Cross Blue Shield (\$3,581.02). Member Tirrell seconded the motion. Motion passed.

Director's Report:

As printed; highlights include:

- Staff: Held an In-Service Day on Monday, January 17th for strategic planning. The current Social Media Coordinator has given notice and new Social Media Coordinator, Emma Repp, starts on January 20th.
- Facilities: Signage in the parking lot was replaced with new and updated signs. Remodel of the Spartan Room is anticipated to begin at the end of April and completed by the end of May.
- EV Charger: Director Votta will research and recommended a charging fee to be implemented.
- Community: Community members participated in our In-Service Day strategic planning. Staff continues to pull books for St. Mary's students while school members facilitate pick-up and delivery.

Old Business:

- Spartan Room: Taking off the wallpaper, taking out the partition and updating the overall aesthetic of the room. Anticipated to begin at the end of April and completed by the end of May.

New Business:

- Strategic Plan: Director Votta cleaning up the results of the In-Service Day. Preparing them to build on in the coming months.
- MERS Retirement Update: We do not have to file certain form since the library account is over a specific threshold.
- Collection Development Policy: Director Votta revamped the policy specifically the section regarding patron's challenging selection/withdraw of library material. Member Wilson motions to accept the Collection Development Policy as seen in draft. Member Sloan seconded the motion. Motion passed.

Meeting adjourned at 7:56 p.m.

Sara Horn