

CHARLOTTE COMMUNITY LIBRARY

BOARD MINUTES

August 17, 2023

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 August 17th at 7:00 p.m.

Roll Call was taken: Gloria Wilson – Here, Eunice Borrelli – Here, Keith Tirrell - Here, Mary Sloan – Here, Cindy Cook – Here, Brandon Dyer – Here (tardy) and Robert Monschein - Here

Absent:

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

Vice President Borrelli called the meeting to order at 6:58 p.m.

Approval of Agenda: Member Sloan motion to approve the agenda. Member Tirrell seconded the motion. Motion passed.

Public Comments: None

Approval of Minutes: Member Wilson motions to approve the drafted minutes of the July 20, 2023, with minor corrections. Member Cook seconded the motion. Motion passed.

Financial Report: Member Tirrell motions to approve the financial report and pay current bills with additional bills to Woodlands Cooperative (\$6,189.93), Swanson Electric (\$192.50) and Detroit News (\$455.03). Member Wilson seconded the motion. Motion passed.

Director's Report:

As printed; highlights include:

- Executive Summary: Summer Reading is winding down with fall programming getting underway.
- Staff: Adult Services Librarian attended Digiaplooza in Cleveland, OH (annual conference is hosted by Overdrive and is related to the Library's digital collection). The Library has hired two new pages. Additionally, another staff member became a Notary, meaning most open hours there is one available at no charge to patrons.
- Marketing: The Library is investigating options to develop and produce yard signs as an awareness tool promoting the library. New blog posts are coming. We are contributing to the Eaton Senior Center monthly newsletter, the SCOOP.
- Facilities/Collection/Services: Gate count for June 2023 was 6,074; in the past years the gate count for July were 2022 – 5,456 and 2021 – 4,457. The EV Charger is operational again. The outside lights illuminating the Michigan and US Flag have been replaced. The Library is awaiting equipment to be delivered to schedule installation of the new fire panel (all permits have been pulled).
- Collection: The Library is currently processing and will soon make available for check-out a portable Disc Golf Kit. Purchase made possible by donation by the Charlotte Lion's Club.
- Programming: The Collaborative Summer Reading Program continues until August 26. Fall programming begins next month.

Upcoming Aug Events/Programming

- Puzzle Swap – August 18 & 19 (All Ages)
- Fiber Circle – Weekly on Mondays (All Ages)
- Tie-Dye Teddy Bear Workshop - August 22 (Youth)
- CharLit Adult Book Club – August 23 Monthly (Adult)
- Medicare Medicaid Assistance Program Educational Workshop – August 24 (Adult)
- Craft Club August 25 - Monthly (Youth)
- All Together Now Summer Reading Program ends – August 26 (All Ages)
- Fiber Circle at the Yard Garden – August 28 (All Ages)
- After Dinner Stroll – August 29 (All Ages)

Adult July 2023 Programming

- Fiber Circle (every Monday) – 56 attendees for the month
- Movie Night (Troop Beverly Hills) – 6 attendees
- Author visit with R.J. Erskine – 8 attendees
- CPR/AED Training Session – 10 attendees
- Hunt A Killer – 8 attendees
- Hot Sauce Contest – 15 participants and 30+ attendees
- CharLit (Adult Book Club) – 13 attendees
- Coin War Fundraiser for the Courthouse Museum raised \$441.60
- Booths at the Eaton County Fair and Olivet Fireman Festival

Youth July 2023 Programming

In-House Program Name	Number of Times Met	Total Number in Attendance	Out-of-House Program Name	Number of Times Met	Total Number in Attendance
It's Elementary!	2	5	Family Summer Movies at Eaton Theatre	4	500
Minecraft	1	7	Summer in the Park	3	192
Baby & Me	3	59	Total	7	692
Craft Club	1	9			
Hot sauce challenge	1	17 (kids only)			
After dinner stroll	1	3			
Science Alive!	3	81			
Total	12	181			

- Community: The Director is now a member of the Charlotte Rotary Club Board, and this month attended a Charlotte Rotary Fireside Chat. Construction continues regarding the Libraries' participation in Frontier Days parade 2023. The Library participated in the Olivet Fireman's Festival. The Library hosted Women Giving Together and several other community groups and meetings. The Spartan Room is being utilized nearly daily by community members. The Library concluded it's "Coin War" fundraiser for the Eaton County Courthouse Museum which raised \$441.60. These funds are going to help the museum install an elevator.

Old Business:

- "Your Library Yes! Committee: Committee met on August 15th to further discuss the campaign and millage. An informational brochure is in the works to be able to pass out at the library. This brochure will not advocate, only inform. The committee will be meeting next month.
- Lawn Sign: Director Votta gathered two quotes from Stewart Signs and will contact them to sit up for a representative to attend one of the next Board meetings.
- Self-Check out: Director Votta will send Sentry additional questions.

New Business:

- DRAFT letters to municipalities: Further discussion and decision will take place at the Library Board Meeting in September.

Meeting adjourned at 8:01 p.m.

Sara Horn