

CHARLOTTE COMMUNITY LIBRARY

BOARD MINUTES

October 17, 2024

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 October 17, 2024, at 7:00 p.m.

Roll Call was taken: Gloria Wilson – Here, Mary Sloan - Here, Eunice Borrelli - Here, Cindy Cook - Here, Keith Tirrell – Here (arrives at 7:05pm), Sarah Thomson - Here, and Robert Monschein - Here.

Absent:

Also, Present: Library Director Kristina Reynolds, Financial Services Manager Mike DeMartelaere, and Caitlyn Tanner (note taker).

President Borrelli called the meeting to order at 7:01 p.m.

Pledge of Allegiance

Approval of Agenda: Member Wilson motion to approve the agenda with addition of Consideration of Resolution for Library Appreciation Month to New Business. Member Cook seconded the motion. Motion passed.

Public Comments: None

Approval of Minutes: Member Cook motions to approve the minutes of September 19, 2024. Member Sloan seconded the motion. Motion passed.

Financial Report: Member Sloan motions to approve the financial report, to pay the current bills with the additions of Fox 47 (\$490), ODP (\$90.38), Center Point (\$129.75) and Auditor (\$2,184.50). Member Cook seconded the motion. Motion passed.

Director's Report:

As printed; highlights include:

- Executive Summary: September was Library Card Sign-up Month, and the Library made a goal of 130 new and renewed accounts. We surpassed that goal, ending with 137. Additionally, for the month we partnered with Acapulco for patrons to show their cards at the restaurant for a 15% discount.
- Staff: The Library hired a new Assistant Director, Jessica Bigelow.
- Marketing: Yard signs with purchased to begin giving out to the individuals selected as Patron of the Month.
- Facilities/Collection/Services: September 2022 – 5,062; 2023 – 5,292; 2024 – 5,155.

September Circulation Statistics

Place	2023	2024	ILL	2023	2024
Carmel Township	561	508		27	27
City of Charlotte	1972	1677		181	228
Eaton Township	649	533		27	43
City of Olivet	52	66		9	6
Other*	883	743		192	74

• Programming:

Upcoming October/November Programs:

- Parkour (Every Friday)
- 90s Dance Party (10/18)
- Fiber Circle (Every Monday)
- Story Hour (Every Tuesday)
- One More Chapter Book Club (10/22)
- Charlit (10/23)
- Baby & Me (Every Thursday)
- Kids Halloween Party (10/26)
- Craft Club Jr (11/01)
- Crafty Story Time (11/04)
- Preteen Reads (11/05)
- How to Research Your Own Home (11/06)
- Craft Cake Creations (11/08)
- Library's 130th Brithday Party (11/09)
- One the Same Page (11/12)
- It's Elementary (11/13)
- Birthday Book Club (11/14)
- Minecraft (11/15)
- OMC & Ya Books Clubs (11/19)
- CharLit (11/20)

Adult Programming (September 2024)

	Times Met	Attendance
Fiber Circle	4	46
Birthday Book Club	1	4
Puzzle Swap	1	15
Puzzle Race	1	14
Savvy Senior Finances	1	4
CharLit	1	14
Medicare Presentation	1	5
Total	10	101

Youth Programming (September 2024)

	Times Met	Attendance
Baby and Me	3	80
Story Hour	3	18
Stories at the Park (Olivet)	1	16
Minecraft	1	10
It's Elementary	1	6
Craft Club	1	6
Total	10	136

Youth Outreach Programs

	Times Met	Attendance
Parkour at A!ive	3	55
Total	3	55

Youth Passive Programs

Craft Stick Take & Makes	44
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- **Community:** The Library participated in the Frontier Day parade and Youth Services attended Back to School Bash for the Charlotte Public Schools.

Old Business:

- AED Machine: Funding for a machine is still being researched.
- Facilities Update: Nothing to report.
- Strategic Plan and Board Training: Training workshop is still a work in progress.

New Business:

- Nullify Education Policy: The personnel committee will take further look at the policy and report back to the entire Board with thoughts/suggestions. Tabled until next meeting.
- Audit Letter: Letter presented was a general statement from the auditors and more specifics will be provided when the final report is completed.
- Consideration of Resolution for Library Appreciation Month: Member Wilson motions to approve the written Resolution for Library Appreciation Month. Member Tirrell seconded the motion. Motion passed.

Meeting adjourned at 8:20p.m.

Caitlyn Tanner