



South Haven Memorial Library April 12, 2022 Minutes

Members:

Lois Howard–President
Jean Stein –Vice President
Marilyn Bertorelli –Treasurer
Marge Lampe -Secretary

Ida Sledge – Trustee
Liz Smith -Trustee
Elaine Shumaker- Trustee

Also Present: Elaine Fluck, and James France, Director

Call to order: The meeting was called to order by president, L Howard at 7:01 p.m.

Approval of minutes for meeting on March 8, 2022: Motion for approval by M. Bertorelli, supported by E. Shumaker; motion carried. A copy will be sent to city council.

Approval of agenda for April 12, 2022: Motion for approval by J. Stein, supported by L. Smith, motion carried.

Public Comments: E. Fluck shared amusing tales from when she was on the library board and complimented the current minutes.

Treasurer's report: Operations-Total income: \$36,009.77, **Total expenses:** \$29,925.94, **Vendors' bills** totaled \$42,190.15 for the month. Motion to pay vendor bills by L. Smith, supported by J. Stein. Motion carried.

Renovations Budget Report: Renovation Income: \$16,468.77; Expenses: 14,682.95. Motion to accept report by L. Smith, supported by J. Stein. Motion carried.

Director's Report:

- Overdrive checkouts-820, MEL: Borrowed 146, Loaned 49
- New signs are installed and functioning; compliments received.
- Still need patron computers installed and networking finished. Staff computers are in but not able to print yet.
- Security cameras are here, waiting on install date
- New white board for Community Room is here and installed.
- Concrete work still waiting to schedule
- New hires: Kim, Kim and Jen are in training
- J. France is still offering tours of the library. Kiwanis is April 18. Tours offered to Township Board and City Council.
- Tentative date for Grand Opening: June 1 from 1:00 – 3:00pm. May have music on the patio. Will have some sort of goodies for guests.
- Most of the old shelving has been moved to the basement.

Correspondence: None

Old Business: None

New Business:

- Director's performance review: I. Sledge and L. Howard have reviewed J. France work: Rated his performance as excellent; highlighted his ability to cope with patience through COVID, construction and the challenges of moving while dealing with patron frustrations. Applied for and received Hot Spot grant to allow check-outs for those without internet access.
- Budget considerations: J. France is gathering data to be used to create FY 23 budget and will present proposed budget next month.
- J. France distributed new policy for Small Meeting Room for trustees' review. Discussion next meeting.

Board Comments:

- L. Smith noted that she has heard many compliments on facility updates
- J. Stein noted that the building appears significantly larger
- M. Lampe reported that the Garden Club will be working on the garden towards the pavilion soon
- M. Lampe requested information for board regarding the potential for complaints about specific books due to reports nationally of book banning. J. France described the policy/process for handling these types of complaints in detail. The policy will be in review as we progress through policy review.
- L. Howard noted that there will be a "Book Talk" with the author: Jennifer Murphy June 6 at 2:00 pm. The book is "Scarlet in Blue" and is set in South Haven.
- L. Howard also encouraged the board to look at the library website to further understand the library functions and opportunities.

Adjournment: Motion to adjourn by J. Stein supported by E. Shumaker. Meeting adjourned at 7:53 PM.

Next regular meeting: May 10, 2022 – 7:00 PM

**Respectfully submitted,
Margery Lampe, Secretary**