



South Haven Memorial Library March 8, 2022 Minutes

Members:

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

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

(Meeting held at South Haven Township Hall due to Construction Project)

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 February 8, 2022: Motion for approval by I. Sledge supported by J. Stein; motion carried. A copy will be sent to city council.

Approval of agenda for March 8, 2022: Motion for approval by M. Bertorelli supported by L. Howard; motion carried.

Public Comments: None

Treasurer's report: Operations-**Total income:** \$362,430.32, **Total expenses:** \$29,864.61, **Vendors' bills** totaled \$48,683.77 for the month. Motion to pay vendor bills by M. Lampe supported by J. Stein. Motion carried.

M. Bertorelli reported that a new account was opened at Sturgis Bank for the gift from the Jack Cook estate.

Director's Report:

- Overdrive checkouts-673, MEL: Borrowed 0, Loaned 0
- Tables & old front desk have been given to the new Children's Museum and HASH
- New signs have been installed and are ready for hooking up.
- The library has received home COVID tests (360 boxes of 2 tests each)
- The library will receive 7 hotspots that will be available for check-out. These were available through a federal grant and the Library of Michigan
- Carpet mats service will be provided through a service that will swap them monthly
- Curbside delivery is functioning well; MEL is back in operation
- Circulation desk tops were installed 3/7/22; ready for computers to be installed and electrical and network cabling to be completed.
- A new white board for the community room will arrive 3/9/22; old may be offered to the Children's Museum
- Empty boxes and shelving to scrap will be picked up 3/15/22
- Automatic front doors will be installed 3/21/22
- Proposal for concrete walk to PO parking lot is requested
- J. France working on staff evaluations
- Tours of the library are being offered to local service groups as requested.
- Mural in kid's room has been touched up

Correspondence: None

Old Business: Budget adjustment recommendations were presented that will leave the budget in the black for the remainder of the fiscal year. Motion to approve budget amendments as presented by J. Stein, support by I. Sledge; motion carried.

New Business: None

Board Comments:

- L. Howard announced that an open house will be March 9 at the new Children's Museum from 5-7pm
- E. Schumaker asked status of fencing to protect new glass wall from potential collision by traffic turning from Phoenix onto Broadway. J. France reported that fencing in patio area will be installed in warmer weather however will have to review the request with the City for potential variance.

Adjournment: Motion to adjourn by J. Stein supported by M. Lampe. Meeting adjourned at 7:45 PM.

Next regular meeting: April 12, 2022 – 7:00 PM location to be determined

**Respectfully submitted,
Margery Lampe, Secretary**