



South Haven Memorial Library March 11, 2025 Minutes

Members:

Liz Smith –President
Jean Stein –Vice President
Marilyn Bertorelli –Treasurer
Marge Lampe –Secretary

Ida Sledge – Trustee
Gretchen Sprietzer - Trustee - Absent
Elaine Shumaker- Trustee

Also Present: Elaine Fluck, J. France, Director

Call to order: The meeting was called to order by president, L. Smith at 7:02 p.m.

Approval of minutes for meeting on February 11, 2025: Motion to approve by M. Bertorelli; motion carried. A copy will be sent to city council.

Approval of agenda for March 11, 2025: Motion to approve agenda by M. Lampe; motion carried.

Public Comments: None

Treasurer's report: Operations for February -**Total income:** \$40,769.73, **Total expenses:** \$50,842.22. **Vendors' bills** totaled \$53,779.88. Motion to pay vendor bills by J. Stein; motion carried.

Renovation Budget Report: Total Income for February: \$15,405.79; Total Expenses: \$0.00.

Director's Report:

- Overdrive checkouts-1,137, MEL: Borrowed 467, Loaned 85; Patrons through doors: 2,039 estimated. Small meeting room uses: 50, Community Room: 358.
- Hoopla Inquiry Information: Service available to Libraries that offers streaming of movies, audio and electronic books. Cost is per use at \$3/book, \$4.50/audio and \$2/movie and is borne by the library. A library can restrict or limit use per patron. Based on current use of Libby, Hoopla could cost \$3,000/month just for books and with the addition of movies and audio could become burdensome to the budget. Several libraries J. France spoke to are in process of cancelling Hoopla due to cost.
- SH Library offers Freegal, a service comparable to Spotify for music streaming. J. France will research other options for movie streaming available to libraries.
- An automatic door opener was installed to allow easier access to restroom wing.
- Updated minimum wage and sick time is in place.
- Staff is currently researching updated catalogue options and will bring a recommendation to the director.
- Closing times have been impacted recently by staff illness as well as a partial power outage.
- J. France reports that additional security items are being researched: cameras, back door monitoring and a panic button for front desk.
- With staffing changes, Jen has been promoted to full-time Children's Librarian and Kayla to full-time MeL/Volunteer Coordinator. It is possible that Mikellie will move to front desk staff.
- The need for additional staff will be determined prior to April 28 when hours are expanded.
- MeL (system) is 20 years old and is paid for by a state through a federal grant. Its future status is not known.

Correspondence: None

Old Business:

- Treasurer Bertorelli reports that a CD is maturing at Huntington and needs to know whether to renew. Discussion reiterates last month's determination that \$1.5 million will be invested based on recommendation of the Finance Committee. Finance Committee will meet prior to next meeting to determine what accounts to close and move to MI CLASS.
- **Investment Research Update:** J. France reports that he has gathered documents needed to become eligible for using MI CLASS as the investment advisor and will continue to work through the process. Once the library is approved, the funds can be invested.

New Business:

- None

Board Comments:

- J. Stein noted that J. France presented to Rotary about all that the Library offers.
- L. Smith asked about progress for the wall garden in the front of the library
- L. Smith asked about the difference between a District Library and SH Memorial Library. Basically, when a library becomes part of a district library system, management and operations are no longer under board and director management.

Adjournment: Motion to adjourn by L. Smith; all in favor. Meeting adjourned at 7:55PM.

Next regular meeting: April 8, 2025 – 7:00 PM

**Respectfully submitted,
Margery Lampe, Secretary**