

Spies Public Library
Board of Trustees Meeting
Friday, August 7, 2020
Remote Access

Present: Jim Anderson

Paul Haupt
Doug Schoen
Sandy Kuber
Jan Shetter
Tony Graff

Absent:

The meeting was called to order at 10:00 AM.

Paul Haupt made a **motion to approve the agenda**. Doug Schoen seconded.
Motion carried.

There was no one from the public to speak.

Jan Shetter **made a motion to approve the minutes from June 5, 2020**. Sandy Kuber seconded. Motion carried.

Financial Report – The March 31, 2020, April 30, 2020 and May 31, 2020 financial statements and petty cash statement were presented to the Board. Revenues as of May 31, 2020 were \$451,351.11 and expenses were \$429,819.97. 88.84 % of the budget has been spent with one month remaining in the fiscal year.

Klar Bequest – Two proposals for the management of the Klar Bequest were received. One was from The First National Bank of Iron Mountain and the other was from the M & M Area Community Foundation. The specific structure of investments is considerably different when banks and financial institutions deal with municipalities and are governed under Public Act 20. Clarification is needed from the city attorney regarding the Klar Bequest and the financial institutions conformance to Public Act 20. Community foundations can invest funds from municipalities without being held to the restrictions of Public Act 20. Investments may be riskier and the M & M Community Foundation has a higher fee schedule. The better investment benefits will need to be determined.

A committee consisting of Cheryl Hoffman-Library Director, Kathy Brofka-City Clerk/Treasurer, Tony Graff-City Manager, Michael Celello-City Attorney, Frank Pohlman-City of Menominee, Finance Committee, Jim Anderson-Spies Public Library Board of Trustees, and Jan Shetter-Spies Public Library Board of Trustees will meet with the administration of the M & M Area Community Foundation and an investment manager from Woodmont Investment Counsel. The meeting will be scheduled for the end of August. The spending criteria of the library board was to have the Klar Bequest last approximately 20 years with the funds being used partially for capital outlay and a portion for operations.

A special library board meeting will be held in September to discuss the results of the above committee meeting.

Director's Report – The library was awarded a Cares Act Grant through the Library of Michigan to purchase PPE. The grant funds will be used to purchase sneeze shields. A celebration was held for the 1000-Books-Before-Kindergarten participants on Wednesday, July 29, 2020. Mischief & Magic created balloon animals for all the participants. This was an outdoor event with masks and social distancing. New research regarding how long the COVID-19 virus survives on library materials has indicated that some materials should be quarantined for 96 hours.

Old Business

Superiorland Library Cooperative – The Board was presented with a report of the July 23rd, 2020 (SLC Board of Directors meeting) by representative, Pat Cheski.

Full-time Library Assistant Position – Mary Koshorek was offered and accepted the full-time library assistant position that was vacated with the retirement of Laurel Buyarski.

New Business

COVID-19/Library Services – The library is continuing to provide curbside service to our patrons and virtual programming. The next phase is to allow patrons access to the building on specific days commencing the end of August by appointment.

There being no further business, Paul Haupt **made a motion to adjourn the meeting at 11:15 AM.** Jan Shetter seconded. Motion carried.

Superiorland Library Cooperative (SLC) Board Meetings Report

The SLC Board of Directors met on Thursday, July 23, 2020 via Zoom.

The board approved the May 28, 2020 board minutes, the May and June cash disbursements, Y-T-D expense and revenue reports, and the balance sheet as of June 30, 2020.

Shawn Andary, SLC Director reported on the following:

- The final 50% direct and indirect State Aid payments were received. State aid for Fiscal Year 2021 is not yet known.
- SLC will award \$100 stipends to member libraries for summer reading program costs.
- Byron Fischer has been hired as the new IT Specialist. He has a degree in Cybersecurity from Northern Michigan University.
- CARES grants for library PPE are being distributed by the Library of Michigan, and Digital Inclusion grants should be awarded soon.
- SLC will continue to sponsor virtual author visits that member libraries can offer their patrons
- Update on the Covid Cooperative Reopening Plan

After discussion, the board approved:

- Fiscal Year 2019-2020 Budget Revision
- RIDES Subsidies for the period from 10/1/2020 through 6/30/2021.
- MERS 2019 Actuarial Valuation Report
- SLC Building and Land Appraisal
- Partnership with Compudyne for Information Technology Services

The finance committee will be meeting on a day to be determined in August to review the Fiscal Year 2021 cooperative budget.

The next regular SLC board meeting is scheduled for September 17, 2020.

Board minutes, financial reports and other resources are always available on the Superiorland Website, under Board Resources.

If you have any questions, please let me know.

Pat Cheski
906-863-7214