

Spies Public Library  
Board of Trustees Meeting  
Friday, April 2, 2021, 10 AM  
Remote Access via Zoom

Present: Jim Anderson

Paul Haupt

Sandy Kuber

Doug Schoen

Jan Shetter

Tony Graff

Blair Nelson

The meeting was called to order at 10:02 AM.

Jan Shetter **made a motion to approve the agenda.** Sandy Kuber seconded. Motion carried.

Jan Shetter **made a motion to approve the minutes from Dec. 4, 2020.** Paul Haupt seconded. Motion carried.

**Financial Report**—The Feb. 2021 financials were presented to the board. The financial report indicates that 61.52 percent of the 2020-2021 library budget's been spent. New Spies Library Director Blair Nelson presented the library budget 2020-21 proposal. Total estimated revenues are \$363,512. Total estimated expenditures for staff are \$390,905. Total estimated expenditures for Maintenance and Operational Costs are \$144,480. In the budget proposal presentation by Blair were capital outlay projects. The highlighted ones included: three HVAC unit replacement; a badly-needed Fire Alarm System Upgrade; floor replacement; LED lighting; upgraded security cameras; and a new monument sign. Anderson mentioned that designs for a proposed sign exist. Blair will look into the design of a new sign as a hybrid of historical and modern—modern being a sign with digital capabilities to announce programming, etc. The sign will wait until 2022 or 2023. After much discussion, Shetter motioned, and the board approved, the HVAC units, and Fire Alarm System, with Anderson voting no. The total amount for these projects is \$93,500. There was an amendment of Hapult's first motion and then voted again for the HVAC units and the fire alarm system but took off the LED for now, until Blair checks into what an electrician will charge for the LED lighting. These CIP outlays will be funded through the Klar Fund. However, the City of Menominee will likely be getting grand funding from the Rescue Act, and the library will be reimbursed from those funds for any of these CIP outlays that qualify. We don't yet know how much. The original rough estimate (not from electrician) was \$90,000.

**Director's Report**—Blair informed the board that the library is now partially reopened. Public hours are Tuesdays and Fridays from 11 AM-2 PM, and Wednesdays from 11 AM-4 PM. Curbside hours are at the same time as open public hours. The library is closed to in-person meetings and gatherings.

**Library Happenings.** Packet pickups are still every Tuesday at the library at 3:30 PM. Virtual Story Hour on FB Live is every Thursday at 10:30 AM. Harry Potter in the Park!—Friday April 23 and 24 from 7 PM-9 PM at Hennes Park. Backup dates are Friday April 30 and Saturday May 1, 7 PM-9 PM.

**Grants.** Blair told the board about the Plein Air Painting LSTA grant for the upcoming summer reading program. The grant was submitted. This grant will cover painting supplies, a portable PA system, and other supplies for the program. Another grant, through the Hannahville Indian Community, was submitted. This grant, for \$12,241, is for a professional movie space at Spies Library. The grant will cover professional movie equipment and installation. Blair also gave more details about the project. Blair requested \$4,000 from the Spies Library Foundation to be used for the grant; the remaining amount will be funded from the grant. The board approved, with Shetter voting against (for now, until more information about insurance for equipment is obtained by Blair).

**Strategic Plan.** Blair informed the board that in late fall, 2021, he will start planning a new strategic plan for the library.

**Old Business.** Klar Bequest. Blair gave an update on the Fund. Tony gave more information to board members, including answering questions. The Fund is in the final legal stages and it will be managed by the M & M Foundation. The final process should take 30 more days. Anderson made a motion to have the Foundation write yearly checks to the library—as/if needed—and have Kathy at the City create a special expense/revenue line item for that purpose.

#### **New Business.**

There was discussion about creating a tribute to Cheryl Hoffman, by creating two huge cards that everyone in the community can write comments on, and then present to her later on. There was also talk about recognition for Laurel Buyarski. Blair will ask Sandy Bayerl if she was recognized for her services when she retired (recently).

The Auxilia proposal is tabled until the next board meeting. Blair suggested to the board the addition of Future Agenda Items, for any items/ideas/etc. board would like to talk about.

**Superiorland Library Coop update:** The Coop's director has resigned. The process for recruiting a new director is underway. Pam Malmsten was appointed as Interim Director.

The meeting adjourned at 11:17 AM.

The next library board meeting will be Friday, June 4, at 10 AM. **This meeting will be an in-person meeting, unless there are new orders from the MI governor.**