

Spies Public Library

Friday, June 3, 2022, 10 AM

**Minutes**

Present: Jim Anderson

Paul Haupt--absent

Sandy Kuber

Doug Schoen

Casey Hoffman

Blair Nelson—library director and minutes taker

The meeting was called to order at 10:04 AM.

Schoen **made a motion to approve the agenda.** Hoffman seconded. Motion carried.

**Anderson made a motion to approve the April 1<sup>st</sup> & May 22, 2022 meeting minutes.** Hoffman seconded. Motion carried.

**Financial Report.** As of March 31, 2022, the Spies Library has expended nearly 60 percent of its budget. \$93500 was allocated for Capital Outlay for this (2021-22) budget year. Of that, \$9,273 was spent for the library's new AV system, and about \$17,000 was projected to be spent on the new fire alarm system. One small part is waiting to come in for that system, and thus the system may not be installed until the next (2022-23) budget year. \$165,000 was projected to be spent on Capital Outlay projects for the 2022-23 budget cycle. Those are estimates, and those projects may not be worked on until later. The approved HVAC project may not be started until 2023, but possibly fall of 2022. It depends on part availability. Right now, there is a 20-week wait time. The library board is looking at drawing money from the Hunter Bequest for future building improvement projects on the library. As for the Klar Fund, the goal there would be keeping the amount to supplement the library's operating expenses to the least amount as possible. Library Director Nelson is checking on why the \$100,000 millage is not being allocated for the library for the 2022-23 Fiscal Year. We will hear in early July-August how much the library will be getting for Penal Fines for this year. Schoen **made a motion to approve the financial report.** Anderson seconded.

**Director's Report.** Public hours are Mondays, Wednesdays and Fridays 10 AM-5 PM; Tuesdays and Thursdays 10 AM-7 PM. Art Gallery and all meeting rooms open. All sections of library available to public. Nelson presented library statistics to the board for library circulation, wifi, website visits, e-materials, computer use, and patron visits. This will be put into a larger spreadsheet with these numbers from past months and years, which will help greatly with comparisons for pre and post-Covid numbers.

**Library Happenings.** HP. We had excellent turnout this year despite weather on Saturday! Friday: 187; Saturday: 248. 217 kids got wands. We had almost 50 volunteers. Moving to Fall going forward. Next HP is Fall 2023.

- Writers Group—meets every 1<sup>st</sup> Tuesday of month
- Friends of Library Flea market/Plant Sale—Saturday, June 11, 8 AM-noon
- Classical Music Concert: Tuesday, June 14, 7 PM
- Author visits: Ann Dallman, local author of Cady and the Birchbark Box (book 2 of Cady series)—Wednesday, June 15, 4 PM-7 PM; Elizabeth and Pat Commins, authors of Irish Immigrants in Michigan, Thursday, June 23, 6 PM
- “Beauty of the Area” exhibit reception: Tuesday, June 21, 4 PM-6 PM
- Summer Reading Program—Pre-signup begins June 2; other programs (reference SRP doc from Abbey).

#### **Old business.**

**New Business.** The board welcomed new board member Casey Hoffman. **Schoen motioned, Hoffman seconded,** to vote in Jim Anderson as the Library Board President. Recently, it was brought to the attention of the library director that the board did not have an official president for the group. The board may choose a vice president at the next meeting. **Hoffman motioned, Schoen seconded,** to officially hire ReThinking Libraries as the consultant group for the library’s new Strategic Plan. **Hoffman motioned, Kuber seconded,** to approve the Spies Public Library’s Challenged Materials Policy and also the Request for Reconsideration of Library Material form. **Kuber motioned, Anderson seconded,** to approve signing a one-year contract with Kanopy. Kanopy is a service that provides patron access to digital streaming content—movies, music, documentaries, and other content—to public libraries. **Hoffman motioned, Anderson seconded,** to sign a contract for UP Engineers & Architects to thoroughly examine a roofing issue on the upper right southside of the library roof.

Hoffman suggested having the board take the lead on department head evaluations; as a reminder, Spies Public Library Director has not had one, and has only received one from a library staff member so far. Hoffman said the board has an opportunity to create a create evaluation format that other parts of the City of Menominee department heads and staff could adopt.

Schoen **made a motion to adjourn the meeting.** Hoffman seconded. Motion carried. The meeting adjourned at 11:34 AM.

The next library board meeting is scheduled for July 1, 2022, at 10 AM—if needed. If not, it will be Friday, Aug. 5, 2022