



Newaygo Area District Library

Regular Meeting of the Board of Trustees January 19, 2021

1. CALL TO ORDER

President Chambers called the virtual meeting to order at 5:30 pm Via Zoom:
Meeting ID: 861 2318 2640 Passcode: 540475.

- Roll Call: Present: Cindy Blamer, Jen Larsen, Sharon Haege, Michael Burns, Samantha Kauffman, David Chambers
Absent: Julie Vitale.
- Motion to approve the Agenda. Motion to approve the agenda was made by Burns with support by Blamer. AIF/MC.

2. MINUTES

- Approval of minutes of Regular Board Meeting of December 15, 2020. The motion to approve the minutes was made by Larsen and supported by Haege. AIF/MC.

3. PUBLIC COMMENTS

Several people entered the meeting and began disruptive "Zoom Bombing" noise. They were removed from the meeting by Director Tinkham.

4. RESERVED TIME

- Nomination of new officers.

President Chambers proposed that 2020 officers: Vice-President Burns, Treasurer Haege, and himself, continue serving another 1-year term in the same positions. The three agreed to continue serving. To fill the vacant office of Secretary, Burns nominated Samantha Kauffman. After hearing a description of the requirements of office explained by Director Tinkham, Trustee Kauffman accepted the nomination.

- Election of new officers: President, Vice President, Treasurer, Secretary.

A motion to keep the same officers from 2020 for the 2021 positions of President, Vice President, and Treasurer was made by Blamer with support by Larsen. AIF/MC. A motion to elect Kauffman as Board Secretary was made by Burns with support by Haege. AIF/MC.

- Appointments of Finance and Personnel Committee Members.

After brief discussion, President Chambers appointed: Blamer, Haege and Vitale to the Finance Committee. He appointed Larsen, Burns and Kauffman to the Personnel Committee.

- Approval of 2021 Meeting Dates and Times. The proposed 2021 meeting schedule to keep the 3rd Tuesdays of the month at 5:30 pm was agreed upon by all trustees. President Chambers also asked trustees to alert the Board if ever the meeting schedule needed to be adjusted.

5. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS

Director Tinkham reviewed the financial statements. The Library annual audit was scheduled for March 2021 with Gabridge & Co. After no discussion, a motion to accept the Treasurer's Report and Bills and Cash Disbursements as presented was made by Haege with support by Blamer. AIF/MC

6. DIRECTOR'S REPORT

Director Tinkham had a few comments to add to her written report.

- ✓ 32 of 42 LLC libraries were currently open to the public. All continued to provide curbside pickup by appointment as well. At this time all except Kent District Library branches were continuing the 4-day quarantine on returned items.

During this time, Vice-President Burns was mistakenly removed from the meeting as disruptive attendees were being removed.

- ✓ Staff were working to resume programming which included in-person while also minding Covid protocols for our State. Since NADL reopened our doors to walk-in, both library levels were seeing a slow upswing in visitors.
- ✓ 2020 Circulation of physical items was lower than the previous year once Covid-19 restrictions took effect. Circulation of electronic items was consistently higher than any previous years. Children's materials were the single largest item circulated from the physical collections. Overall, fiction was checked out more often than non-fiction, and DVD checkouts exceeded magazines and other miscellaneous item checkouts. We looked forward to building on what was already regained.
- ✓ The Director will take a week of vacation from Feb 22 to March 2.

Blamer requested an update on MERS for staff. Tinkham said a MERS financial advisor shared information with staff in December. Five employees attended the Zoom meeting. At present only one staff was using the benefit. An administrative meeting for the Board with a MERS official was postponed until a later date.

7. UNFINISHED BUSINESS

8. NEW BUSINESS

9. PUBLIC COMMENTS

10. BOARD MEMBER COMMENTS

Blamer said that the fiscal year calendar Tinkham drafted was very helpful to know the order of library business.

Haege said that the fiscal calendar will help with accomplishing library business efficiently.

All trustees welcomed Kauffman to the Board.

Burns returned to the meeting by telephone.

Chambers asked how long the Board should meet virtually. Tinkham said the amended OMA allowed meetings to continue virtually through March, but a determination on how to meet for February's meeting could only be made after the current State order was lifted. Blamer and other trustees said that either way to meet worked for them.

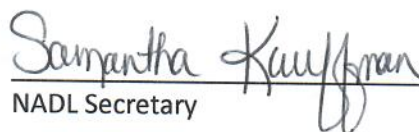
Tinkham thanked Burns for continuing serving on the library board for another term. She also expressed gratitude to all trustees.

11. ADJOURNMENT

A motion to adjourn the meeting was made by Burns with support by Haege. AIF/MC. The meeting was adjourned at 5:59 p.m. by President David Chambers.



NADL President



NADL Secretary