

**Regular Meeting of the Board of Trustees  
October 20, 2020**

**1. CALL TO ORDER**

President David Chambers called the meeting to order at 5:30 p.m. at the City Chamber Room at Newaygo Area District Library, 44 N. State Rd, Newaygo, MI 49337.

- Roll Call: Present: Ailene Pugno, Cindy Blamer, Jen Larsen, Sharon Haege, Julie Vitale, David Chambers. Michael Burns entered the meeting at 5:32 pm after roll call.  
Absent: None.
- Motion to approve the Agenda by Haege with support by Larsen. AIF/MC.

**2. MINUTES**

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

**3. PUBLIC COMMENTS**

**4. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS**

Director Tinkham reviewed the financial reports. Revenues were as expected. Charges for Services were slowly climbing but will remain under budget. Book fines will also not increase much because Lakeland Cooperative libraries voted in the October meeting to waive overdue fines through the end of the year. Expenses were below budget except for payroll taxes due to government-extended unemployment benefits. Final budget adjustments must be made by the December meeting. After no questions or comments, a motion to accept the Treasurer's Report and Bills and Cash Disbursements as presented was made by Haege with support by Pugno. AIF/MC.

- Budget Adjustments

Director Tinkham reviewed unemployment issues resulting from Covid-related extension of benefits and included the library attorney's comments. The budget adjustment to taxes was to be made by shifting funds within the budget, not through use of fund balance. The motion to approve the budget adjustments as presented was made by Burns with support by Larsen. AIF/MC

**5. DIRECTOR'S REPORT**

- ✓ The Capira App had entered Beta Testing and was in revisions before continued testing.
- ✓ Fremont Insurance inspector revisited the library facility last week to verify the library was current on annual inspections. Everything was routine.
- ✓ Oct 19<sup>th</sup>, Dependable Fire Protection performed annual inspection of the fire protection system. They also performed the three-year backflow test, which failed. They discovered gravel and sand debris had made it all the way to the other end of the line. This was concerning because the size of the particles could likely damage the internal valves. Tinkham presented a quote for the 5-year inspections of the wet and dry systems and repair of the backflow valves. After discussion, the Board directed to move ahead with the work. The current budget was sufficient to fund the repair.
- ✓ On Sat. Oct 17, NADL held the second Metal Detecting Our History Class for pre-teens. It went very well. All students discovered pieces of metal such as nails from different time

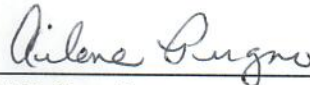
- periods, clasps, and wires. One student uncovered from 8 inches under the soil an 1859 Indian head penny. This was the first year the coin was minted. Plans were underway to partner with the museum next year for another class for youngsters and one for adults. This was made possible by a grant from the Institute of Museum and Library Services.
- ✓ Today NADL began offering preschool storytime indoors. Attendance will be limited per health department mandates. On Halloween Day, the library will hold "Reading Is a Treat" for kids to visit the library in costume to receive a candy and free book. This was supported in part by the FACF.

- 6. UNFINISHED BUSINESS**
- 7. NEW BUSINESS**
- 8. PUBLIC COMMENTS**
- 9. BOARD MEMBER COMMENTS**
- 10. ADJOURNMENT**

A motion to adjourn the meeting was made by Larsen with support by Blamer. AIF/MC. The meeting was adjourned at 6:08 p.m. by President David Chambers.



NADL President



NADL Secretary