



Regular Meeting of the Board of Trustees
February 16, 2021

1. CALL TO ORDER

President Chambers called the virtual meeting to order at 5:31 pm Via Zoom:
Meeting ID: 863 8384 5422 Passcode: 915930.

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

2. MINUTES

- Approval of minutes of Regular Board Meeting of January 19, 2021. The motion to approve the minutes was made by Blamer and supported by Kauffman. AIF/MC.

3. PUBLIC COMMENTS

4. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS

Director Tinkham reviewed the financial statements. The 2020 budget surplus of approximately \$69,500 was attributed to several factors, the more significant were: The amount of library tax millage that was received in December 2020; Increased grant and donation revenues received; Lower salaries due to employee attrition, and; Insurance premiums were paid out the end of 2019 rather than fiscal year 2020 as the library purchased from a new provider. Under the Payroll Taxes Cost Center, the library was under budget for the cost center, however the unemployment taxes account line was higher than previously expected.

January 2021 Disbursement Reports showed the library paid quarterly payments on various contracts, and disbursements recorded were from both fiscal years. Revenues and Expenses were as expected. The library did not receive any Covid relief funds from the State. 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

5. DIRECTOR'S REPORT

- Staff were in the process of creating a newsletter and creating a distribution list.
- State Covid restrictions were extended to March 29. The State instructed that boards should continue to meet virtually through March. The library was planning programming activities with Covid safety precautions in place. Drop-In crafts, Take and Make crafts, and Personal Story-times by appointments had been well received.
- Lakeland libraries would discuss in March whether or not to continue quarantining items and to end the fines-free time period. Kent District Libraries had not been quarantining for several weeks. Lakeland libraries continued a 4-day quarantine.
- Circulation of physical items in January exceeded 2018 levels. Circulation of electronic items continued to rise. RB Digital magazines migrated to the Libby app of Overdrive.
- The Fremont Area Community Foundation awarded NADL a one-year membership to a capacity-building platform called Catchafire. The resource worked by sharing our project needs with Catchafire consultants volunteering their time and expertise, and they will work with us, all pro bono.

- On June 1, Bibliocore will replace Encore, our current catalogue, thereby improving patron interaction with access of library materials.

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- **Review Non-Resident Accounts Policy and Fees.**

Currently, Newaygo Library charged \$40 annually for access to local physical materials only, digital collections not included. That fee was Board approved in March 2018. Per the 2018 American Community Survey data, the median value of a home in Newaygo was \$154,900. Assuming taxable value is 50%, this puts median taxable value at approximately \$77,450. Under the original millage of 1.1, the median household in Newaygo would pay closer to the \$85.20. Under the millage levied in 2020-21 of 1.0909 (difference due to the Headlee rollback), the median household would pay an estimated \$84.49 annually.

On Feb 11, the LLC Non-Resident Card Committee met. After discussion, the group agreed to recommend to the Advisory Board of Lakeland to: 1) set the cost of NR cards Lakeland-wide to \$100; 2) continue to make them local use only cards for physical materials; and 3) add the ability to access the home library's digital collection. The uniform fee was necessary to charge for the value of the digital collection in addition to the value of the physical collection. If this recommendation was accepted and approved by the LLC boards, local policy would need to be revised.

Tinkham said that across all Lakeland libraries, there was a small percentage of non-resident card holders. In the Newaygo area, Big Prairie Township residents within the Newaygo Public School District were without a library contracted service area. The best option for those residents would be to vote and approve a library millage. However, until that were to happen, a \$100 annual fee would provide them access to both local physical and electronic materials. To put that value in perspective, for less than \$8.50 a month, a person could access thousands of books and magazines. In comparison, the cost of purchasing only one hardcover book was about \$18.

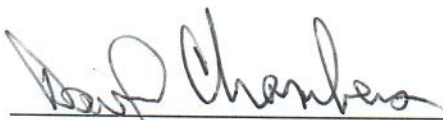
The possibility of allowing quarterly cards to be purchased at Newaygo was proposed. Director Tinkham advised waiting for the Cooperative to update their policy. President Chambers said the Board will look to pursue this at a later meeting.

8. PUBLIC COMMENTS

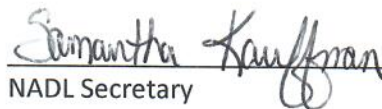
9. BOARD MEMBER COMMENTS

10. ADJOURNMENT

A motion to adjourn the meeting was made by Larsen with support by Blamer. AIF/MC. The meeting was adjourned at 6:01 p.m. by President David Chambers.



NADL President



NADL Secretary