



## Newaygo Area District Library

### Regular Meeting of the Board of Trustees May 18, 2021

#### 1. CALL TO ORDER

Treasurer Sharon Haege called the meeting to order at 5:55 pm at the City Chamber Room, 28 State Road, Newaygo, Michigan 49337.

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

#### 2. MINUTES

- Approval of minutes of Regular Board Meeting of April 20, 2021. Motion to approve the minutes was made by Vitale and supported by Kauffman. AIF/MC.

#### 3. PUBLIC COMMENTS

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

Director Tinkham reviewed the financial statements. Motion to accept the Treasurer's Report and Bills and Cash Disbursements as presented was made by Larsen with support by Vitale. AIF/MC

#### 5. DIRECTOR'S REPORT

- ✓ Masking orders.
- ✓ New digital collections of instant borrowing through the hoopla APP will be active May 19.
- ✓ Bibliocore, NADL's new electronic card catalog, was currently being tested by member libraries' staffs. It will be active on June 1.
- ✓ On June 2, the library will go live with a subscription to Wowbrary. The weekly newsletters show covers, descriptions, ratings, and/or reviews of new books, DVDs, music CDs, audiobooks, e-books, and e-audios. Patrons can click directly through to our website to place reserves and get further information.
- ✓ Summer reading for all ages begins June 1.
- ✓ The library has ordered the Prusa 3-D printer through a LM LSTA grant
- ✓ Staffing: Tim Hill requested to revert to part-time employment. His request was accepted and will be effective June 1. A second staff has also informed of an upcoming move. The library will be seeking new job applicants.
- ✓ Investment of library funds through CDs was discussed.
- ✓ The library received direction from Attorney Anne Seurnyck regarding city TIFA: Once all debt such as bonds or other obligations (pre-2017) were paid off (2030), the Library's millage will be automatically exempt by law and the DDA/City has no authority to capture. The Library does not need to take any additional Board action. If the TIFA (1) extends the duration of its plan or (2) amends its boundaries, there are options to opt out. This would require an official "opt out" action by the Library board.
- ✓ The library will close at 4 pm on Friday, May 28. The parking lot will be closed that day.
- ✓ Director Tinkham was invited to sit on the FACH board for a 3-year term as a Newaygo County library representative.
- ✓ The library purchased a swinging sign-board. Trustee Kauffman and Director Tinkham both commented that they received positive feedback from community members.

Haege requested information for the June meeting showing how circulation has changed from 2012 to 2021.

**6. UNFINISHED BUSINESS**

- Library Bond Extra Payment.

Motion to adjust the Debt Service cost center budget by \$5,000 to pay an extra payment of debt principal due October 1 was made by Larsen and supported by Kauffman. Vitale and Larsen said this was discussed on more than one occasion prior to today's motion. AIF/MC

**7. NEW BUSINESS**


- 2021 Budget Process – The Finance Committee will meet with Director Tinkham on June 2 from 10 am – 12 pm at the library conference room. They will discuss the investment plan to invest library funds in CDs and the FY2022 budget plan.

**8. PUBLIC COMMENTS**

**9. BOARD MEMBER COMMENTS**

**10. ADJOURNMENT**

A motion to adjourn the meeting was made by Vitale with support by Larsen. AIF/MC.  
The meeting was adjourned at 6:41 p.m. by Treasurer Haege.

  
\_\_\_\_\_  
NADL President

  
\_\_\_\_\_  
NADL Secretary