



Regular Meeting of the Board of Trustees
July 20, 2021

1. CALL TO ORDER

President David Chambers called the meeting to order at 5:30 pm at the City Chamber Room, 28 State Road, Newaygo, Michigan 49337.

- **Roll Call: Present:** Julie Vitale, Cindy Blamer, Sharon Haege, Jen Larsen, Samantha Kauffman, David Chambers.
- **Absent:** Michael Burns.
- **Motion to approve the Agenda.** President Chambers shared that Michael Burns resigned from the library board that day. Chambers removed from the agenda under New Business the change of meeting time. Motion to approve the agenda with correction was made by Blamer with support by Larsen. AIF/MC.

2. MINUTES

- Approval of Minutes of Regular Board Meeting of June 15, 2021. Motion to approve the minutes was made by Haege 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 chart of accounts was being updated. 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

- Staffing: Tinkham hired Kaitlin Moulds for a Circulation Assistant position. Alexis Ashcroft's last day will be July 28. Tim Hill's final day will be August 13. Tinkham shared that it was critical that the library wage scale be adjusted now to retain current staff and to interest new personnel as needed.

Trustee Vitale reported the Finance Committee's recommendation the library adopt 1) a simple two-tier wage scale based on level of education and skills/experience and 2) a single pay range with a broad enough spread to accommodate employee growth in any job description.

- The Cleaning Gals submitted resignation of cleaning contract effective Aug 28. Tinkham was seeking bids for a new cleaning company.
- Grants: Tinkham submitted a grant request to LM for an ARPA Equipment Grant for the amount of \$41,456. This would allow the library to purchase 10 laptops for circulation; to extend WIFI into Brooks Park and add two tables/seating on west side of library; and to purchase charging benches with WIFI service to be placed on the north and south of the downtown business area. The City, Chamber and the Right Place gave support to the project. Also, she submitted part of an Emergency Connectivity Grant for 8 WIFI Hotspots to be used for educational connectivity purposes in conjunction with the laptops. It's possible the library may apply for laptops and data plans for our current 3 hotspots in service. She will be submitting several other grants in the next few weeks.
- The library main printer for the public computers will be replaced.

- House Bill 4530, 4535, 4536, and Senate Bill 130, were potentially detrimental to public library funding and voter support.
- The Newaygo Library now has an Overdrive Advantage account, which allows purchase of high demand electronic titles for our patrons.
- The library was soon ready to offer 3D printing to our patrons.

6. UNFINISHED BUSINESS

- 2022 Budget & Current Investments Recommendations – Finance Committee Report. Vitale and Blamer reported the Finance Committee’s recommendations.

Motion to approve the 2022 wage scale as proposed and institute it for hourly staff effective July 19, 2021 was made by Larsen with support by Kauffman. AIF/MC

The Finance Committee recommended the Personnel Committee modify the Director’s Employment Agreement as proposed pending her evaluation in August.

The Finance Committee recommended the Library invest in two \$100,000 one-year CDs at Gerber Federal Credit Union. A motion as stated was made by Blamer with support by Haege. AIF/MC.

7. NEW BUSINESS

- 2021 Library Director Evaluation Process – Personnel Committee
The evaluation process was discussed. Trustees Kauffman and Larsen will meet before the August Board meeting.
- Non-Resident Card Policy Revision. A motion to revise the NR Card Policy and fee as proposed was made by Vitale with support by Kauffman. AIF/MC.

8. PUBLIC COMMENTS

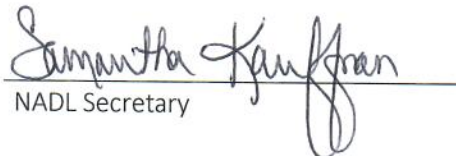
9. BOARD MEMBER COMMENTS

10. ADJOURNMENT

A motion to adjourn the meeting was made by Vitale with support by Haege. AIF/MC.
The meeting was adjourned at 6:35 p.m. by President Chambers.



NADL President



NADL Secretary