

**Regular Meeting of the Board of Trustees
November 16, 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:** Cindy Blamer, Sharon Haege, Jen Larsen, David Chambers.
- **Absent:** Samantha Kauffman, Julie Vitale, vacant seat for the City.
- **Motion to approve the Agenda.** Motion to approve the agenda was made by Blamer with support by Larsen. AIF/MC.

2. MINUTES

- Approval of minutes of Regular Board Meeting of October 19, 2021. Motion to approve the minutes was made by Blamer and supported by Haege. AIF/MC.

3. PUBLIC COMMENTS

4. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS

Director Tinkham reviewed the financial statements. Motion to approve the financial reports was made by Haege with support by Larsen. AIF/MC.

Motion to approve the budget adjustment as presented was made by Larsen with support by Blamer. AIF/MC.

The NADL Purchasing Policy required all purchases of goods or services over \$5,000, or any non-routine purchases without appropriation in the current budget to be submitted to the Library Board for approval prior to purchase. Director Tinkham submitted to the Board to approve the ARPA Equipment Grant purchases of: 11 laptops and software at \$12,000; 2 WIFI enabled charging benches at approximately \$14,300. Motion to grant Director Tinkham authority to make these and all future grant expenditures for the ARPA Equipment Grant was presented by Blamer and supported by Haege. AIF/MC.

5. DIRECTOR'S REPORT

- The Giving Tree was set up Nov 15 and Giving Tuesday will be Nov 30. The library already received the first donation of \$25 from the Giving Tree.
- The Christmas Walk was planned and volunteers were committed.
- The library installed a new color printer in the lower level. The old one was installed in 2015.
- The library was awarded a \$2000 Gerber Foundation grant to purchase at least 35 new easy-reader chapter books, 24 books on CDs, and 6 VOX books (audio and print book under same cover) to better develop our children's library collection of early reader books and audio books.
- Director Tinkham will meet with City Manager Jon Schneider to plan and coordinate installations of the two ARPA Equipment Grant objectives that require collaboration: WIFI charging benches and extension of library WIFI into Brooks Park.

- Two windows on the north side of the building (lower level) were damaged by stones and needed to be replaced.
- Director Tinkham will be on vacation from Nov 19 - Nov 30. Assistant Director Mary Franklin will be available.

-Director Tinkham will send a thank you to Ms. Diane Horrisberger for the library endowment gift in memory of Anna Clark.

-Treasurer Haege commented that electronic circulation has steadily climbed every month.

-The response letter from the Board President and Director to Mrs. Schneider regarding her banned books display challenge was mailed after the October Board meeting.

6. UNFINISHED BUSINESS

7. NEW BUSINESS

- Friends of the Library – President Krystal Johnson.

After discussion, the Board and Friends group agreed: F.O.L. President Krystal Johnson will remain the F.O.L. contact for the Newaygo Library and the Fremont Area Community Foundation; Bookstore donation receipts will be identified and received by the Library as donations until such time as an active Friends group resumes business; the library will create marketing materials seeking active Friends volunteers; a minimum of 5 Friends volunteers is recommended for an active group; at that time, the F.O.L. group will update their bylaws and bank account and the library will secure a document outlining the relationship with the Friends group and use of the bookstore.

8. PUBLIC COMMENTS

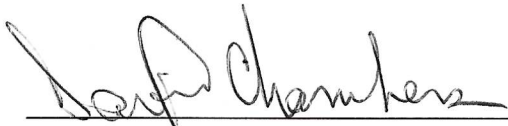
Krystal Johnson said she was glad the library would have laptops and hotspots for circulation.

9. BOARD MEMBER COMMENTS

Haege said things were going well at the library and encouraged the Director to keep up the good work.

10. ADJOURNMENT

Motion to adjourn the meeting was made by Larsen with support by Haege. AIF/MC President Chambers adjourned the meeting at 6:25 p.m.



NADL President



NADL Secretary