



Minutes of the
Regular Meeting of the Board of Trustees
January 18, 2022

1. CALL TO ORDER

President David Chambers called the meeting to order at 5:31 pm at the City Chamber Room, 28 State Road, Newaygo, Michigan 49337.

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

2. MINUTES

- Approval of minutes of Regular Board Meeting of December 21, 2021. Motion to approve the minutes was made by Blamer and supported by Haege. AIF/MC.

3. PUBLIC COMMENTS

4. RESERVED TIME

- Nomination of New Officers.

After discussion, current officers of the board agreed to be nominated for their current positions served. Kauffman nominated Larsen for the office of Vice President. Larsen accepted. The nominations were: President: David Chambers; Vice President: Jen Larsen; Treasurer: Sharon Haege; and Secretary: Samantha Kauffman. President Chambers closed the nomination.

- **Election of New Officers:** President, Vice President, Treasurer, Secretary.
Motion to accept nominations as presented was made by Haege with support by Blamer. AIF/MC.
- **Appointments of Finance and Personnel Committee Members.** President Chambers appointed to the Finance Committee: Cindy Blamer, Sharon Haege, and Julie Vitale; and to the Personnel Committee: Jen Larsen, Samantha Kauffman, and the future trustee from the City.
- **Approval of 2022 Meeting Dates and Times.** Motion to continue to meet monthly on the 3rd Tuesdays at 5:30 p.m. was made by Haege with support by Larsen. AIF/MC.

5. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS

Director Tinkham reviewed the financial statements. As 2021 was closed out, contributions from donations and grants showed significant increase; and State Aid and Penal Fines revenues were higher than anticipated. The library was able to reduce its debt by payment of an extra \$5000 to principal; cooperative expenses were lower than anticipated. Motion to approve the financial reports was made by Blamer with support by Kauffman. AIF/MC.

6. DIRECTOR'S REPORT

- ✓ **1st Amendment Audits:** Members of the public across the U.S were exercising their First Amendment rights to photograph and record in public places. On 1/13/22, an "auditor" visited the library. Because of the Library Privacy Act, the library does have a policy against photography without permission. However, nothing negative came from this incident.

- ✓ Pilot/Trial for Library Over the Counter COVID-19 Testing Program. This pilot program is administered by Michigan Dept. of Health and Human Services. Only 18 libraries were selected by MDHHS in an equity driven approach based on the CDC's Social Vulnerability Index (SVI) For reference of how small this pilot is – there are 396 library systems, and over 650 library buildings in the state. In Newaygo County, only Hesperia Community Library and White Cloud Community Library were invited to participate. MDHHS has every intention of it growing. More libraries will likely be invited to participate. Each library would need to consider possible liability and capacity to handle distribution safely.
- ✓ Through another program, up to 4 Covid testing kits may be delivered to homes at: <https://special.usps.com/testkits>
- ✓ Preparation for the FY2021 Audit was begun.
- ✓ MLA has joined a coalition of groups in Lansing working to counter Headley. The movement does have some bipartisan support.
- ✓ When the Library of Michigan certifies census population numbers, we will see growth as a whole in the population of the LLC service area. This growth will cause an increase in the state aid revenue the cooperative receives. LLC is being proactive by seeking innovative ideas from member libraries for possible new services or resources to provide members.
- ✓ Covid masking procedures at NADL have been updated to help keep our staff and patrons safer and well.

7. UNFINISHED BUSINESS

- Planned Service Agreements for Fire Protection-Johnson Controls.

➤ Emily Bauer / Business Development Manager at Johnson Controls

Director Tinkham said that the library was not having all peripheral fire protection devices inspected. The alarm panel was the only piece of equipment on which the library did not have a contracted repair service. Because the panel was proprietary to Johnson Controls, even if the library hired a different inspection company, it would still require Johnson Controls for repairs. Blamer requested Johnson Controls give the library a quote on cleaning the smoke detectors. After further discussion, a motion to allow Director Tinkham to evaluate and choose whether the library would purchase the Enhanced or the Essential Service Proposal based on cost of return (after the requested additional quote was received) was made by Haege with support by Blamer. AIF/MC.

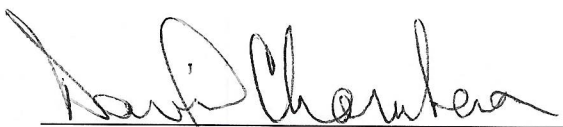
8. NEW BUSINESS

9. PUBLIC

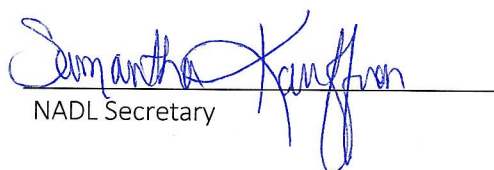
10. BOARD MEMBER COMMENTS

11. ADJOURNMENT

Motion to adjourn the meeting was made by Larsen with support by Haege. AIF/MC
President Chambers adjourned the meeting at 6:40 p.m.



NADL President



NADL Secretary