



Regular Meeting of the Board of Trustees  
January 17, 2023

**1. CALL TO ORDER**

Vice-President Jen Larsen called the meeting to order at 5:30 p.m. at the City Chamber Room, 28 State Road, Newaygo, Michigan 49337.

- **Roll Call: Present:** Julie Vitale, Cindy Blamer, Sharon Haege, Jen Larsen. Patty Goodman joined the meeting at 5:34 p.m.  
**Absent:** David Chambers, Samantha Kauffman.
- **Motion to Approve the Agenda:** Motion to approve the agenda was made by Haege with support by Blamer. AIF/MC.

**2. MINUTES**

- Approval of Minutes of the Regular Board Meeting of December 20, 2022. Motion to approve the minutes was made by Blamer with support by Haege. AIF/MC

**3. PUBLIC COMMENTS**

**4. RESERVED TIME**

- **Nomination of new officers.** David Chambers was nominated for the office of Board President by Haege; Jen Larsen was nominated for the office of Vice-President by Blamer. Blamer also nominated Samantha Kauffman to fill the office of Board Secretary, and Sharon Haege to fill the position of Board Treasurer.
- **Election of new officers.** Vice-President Larsen called for motion to approve the election of officers as nominated: President: David Chambers; Vice President: Jen Larsen; Treasurer: Sharon Haege; Secretary: Samantha Kauffman.  
Motion was made by Haege with support by Goodman. AIF/MC
- **Appointments of Finance and Personnel Committee Members.** Vice-President Larsen appointed Haege, Blamer and Vitale to the Finance Committee. Goodman, Larsen, and Kauffman were appointed to the Personnel Committee.
- **Approval of the 2023 Board Dates and Times.** A motion to continue the library board meetings on the 3<sup>rd</sup> Tuesdays of the month at 5:30 pm was made by Vitale with support by Blamer. AIF/MC

**5. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS**

Financial reports were reviewed by Director Tinkham. It was noted that journal entries would need to be made. Blamer said that the end-of-year figures looked great. It was important to stay in-budget with employee expenses and to only adjust in one-time expenses if the need arose. Vitale concurred, and added that the financial reports looked excellent. Tinkham shared the Board Investment policy and said that the library had 3 CDs: Ind Bank- Maturity 3/16/23- \$7,513.71 (.15%); & Gerber Fed CU-TWO CDS -Maturity 8/19/23 - \$100,825.35 ea. (1.144%). Tinkham will seek information on better investment opportunities, such as with Edward Jones. Motion to approve the Financial Reports and Bills and Cash Disbursements was made by Haege with support by Goodman. AIF/MC

6. DIRECTOR'S REPORT

- ✓ New employee designations and benefits will be distributed to staff Jan 18.
- ✓ Director vacation was scheduled from Jan 19 – Feb 13. Tinkham will have a work laptop available to remote-in if needed. Assistant Director Franklin will be on duty to oversee day to day operations.
- ✓ Tinkham was contacted by a member of the Newaygo County Library Board regarding library penal funds currently being held in an account for un-served areas in Big Prairie Twp., Ensley Twp., and Bridgeton Twp. The board member was referred to the Library of Michigan Director Randy Riley to seek direction on what could be done or not done with the funds. This opened discussion again of the need to have these un-served areas seek library services by either contracting library service, or voting through a millage. The six NC libraries were awaiting next steps.
- ✓ The Heritage Museum of Newaygo County has agreed to allow the library to occasionally use their meeting room space for library programming. This summer, two library summer reading events will involve the museum: one for use of meeting room space, and one for a "Passport in Time" event activity.
- ✓ The library held an ancient language lecture that was attended by 23 people, including 6 teens. This was a prime time to introduce the audience to Transparent Language, a new resource available to Newaygo library patrons.
- ✓ Elizabeth Pitzer, a retired NPS teacher, will be instructing two classes of seed starting and one for beekeeping.
- ✓ It is time to begin to revisit the library's strategic plan, which is from 2018-2023.

7. UNFINISHED BUSINESS

8. NEW BUSINESS

9. PUBLIC COMMENTS

10. BOARD MEMBER COMMENTS

To increase awareness of library services and programming, Vitale recommended: contacting Jackie Knight and Peg Mathis at TrueNorth, the Commission on Aging, Silver Tsunami, and Near North Now for feature articles. Also, to place FB ads boosting services and events.

11. ADJOURNMENT

Vice-President Larsen called for a motion to adjourn. Motion was made by Goodman with support by Blamer. AIF/MC

Meeting was adjourned at 6:21 p.m.



NADL President



NADL Secretary