

Minutes of the  
Regular Meeting of the Board of Trustees  
October 17, 2023

**1. CALL TO ORDER**

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

- **Roll Call: Present:** Cindy Blamer, Samantha Kauffman, Patty Goodman, Jen Larsen, David Chambers, Julie Vitale.

**Absent:** Sharon Haege.

- **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 September 19, 2023.  
Tinkham made a correction under Section 4, that total revenues were 84% not 87% as recorded in the minutes, and overall total expenses were 66% not 64%. Motion to approve the minutes with the correction was made by Kauffman with support by Blamer. AIF/MC.

**3. PUBLIC COMMENTS**

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

Director Tinkham reviewed the financial reports. Total revenues were at 85% of budget. Total expenses were 71% of budget. In October, the library received the second disbursement from the City for TIFA and LDFA revenues, totaling \$12,412. As mentioned last month, the extra principal payment of \$15,000 was made against the library bond. Also, the library used the Dollar General grant funds to pay \$3,000 for the two educational children's touchscreen PC's. Motion to approve the financial reports was made by Blamer with support by Goodman. AIF/MC

**5. DIRECTOR'S REPORT**

- ✓ Staff Wages: Tinkham shared salary budget projections for the remainder of 2023, and upcoming 2024, noting some variables such as new director salary and total staff hours.
- ✓ Carly Abbott was moved to a substitute status (irregular part-time) which was basically on-call as needed. Cheryl Hanna, a retired fifth grade teacher from Fremont, was hired for up to 20 hours a week to replace the open circulation specialist position. Cheryl's knowledge will strengthen the library's service to middle school age children and her strong technology skills will also will deepen our overall staff knowledge and abilities.
- ✓ Library Card Month. The total was 14 new patrons and 20 renewed patrons.
- ✓ Update on the NCATS Fiber Project: Will Zuwerink from NCATS learned there was an additional \$9,100 cost to use Consumers Power upgraded poles to carry fiber to the library. Zuwerink and Director Tinkham will contact other potential funding sources. After discussion, the Library Board agreed the library should not abandon the project but should seek outside funding and be willing to commit library funds as necessary.
- ✓ Tinkham thanked the Board for their knowledge and support during the years of her service as director. She looked forward to her new position and the exciting future of the Newaygo Library.

**6. UNFINISHED BUSINESS**

- New Director Hire Updates. The Personnel Committee gave an update.
- Assistant Director of Finance Employment Contract.  
After discussion, a motion was made by Goodman with support by Vitale to approve the language of the Assistant Director of Finance Employment Contract with the effective date to be determined. AIF/MC

**7. NEW BUSINESS**

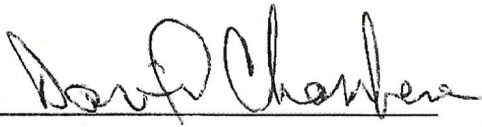
**8. PUBLIC COMMENTS**

**9. BOARD MEMBER COMMENTS**

**10. ADJOURNMENT**

President Chambers called for a motion to adjourn the meeting. Motion was made by Blamer with support by Goodman. AIF/MC.

Meeting was adjourned at 6:15 p.m.



NADL President



NADL Secretary