

APPROVED

MINUTES OF THE REGULAR MEETING OF THE CHIPPEWA RIVER DISTRICT LIBRARY NOVEMBER 21, 2023

Members present were Chair R. Helwig, L. Laskowsky, C. Doyle, R. Barrett, E. Freling, B. Webb; Director C. Friedrich and Finance Director K. Ellison

Members absent were K. Mora

R. Helwig called the meeting to order at 5:29 p.m.

AGENDA APPROVAL

R. Barrett moved to approve the agenda of November 21, 2023. Motion seconded by C. Doyle. Motion carried.

APPROVAL OF MINUTES

E. Freling moved to approve the minutes of October 17, 2023. Motion seconded by L. Laskowsky. Motion carried.

FINANCIAL STATEMENT

The check disbursements and financial statement for October 2023 were discussed and placed on file.

PUBLIC HEARING REGARDING THE CRDL ANNUAL BUDGET

R. Barrett moved the board recess to the public hearing on the 2024 budget and millage rate. Motion seconded by B. Webb. Motion carried.

There were no public present or correspondence to share.

L. Laskowsky moved to approve the 2024 budget as presented and to levy 1.75 mills in 2024. Motion seconded by R. Barrett. Motion carried.

R. Barrett moved to return to the regular meeting. Motion seconded by C. Doyle. Motion carried.

DIRECTOR'S REPORT

Corey Friedrich reported on the following:

- Circulation stats – circulation was down at SCL and VML.
- Computer stats – internet and wireless sessions were up.

- Programming highlights – a few special one time programs for all ages and adults were held which included a comic tutorial session, Manhattan Short Film Festival, a cemetery walk and the history of Cryptozoology of the Great Lakes.
- VML roof replacement – project is complete and a final walk through is being planned.
- COVID test kits – all kits from the first batch were distributed and a second batch was received from the State of Michigan for distribution.
- Rodent problem at FTCL – Central Michigan Pest & Wildlife is working on removing and infestation of mice living in the library.
- Staff in-service – the annual in-service was held on November 9th with speakers from Community Mental Health presenting mental health first aid for challenging patrons.
- Strategic plan update – only item left to complete for this year’s goals is the production of a multilingual welcome brochure which will be completed by the end of the year.

COMMITTEE REPORTS

Finance and facilities – nothing to report

Personnel and Policy –

- R. Helwig moved to approve *Hiring Procedure Policy, No. 601* as amended. Motion seconded by E. Freling. Motion carried.
- R. Helwig moved to approve *Nepotism Policy, No. 602* as amended. Motion seconded by E. Freling. Motion carried.
- R. Helwig moved to send *Prohibited Harassment Policy, No. 604* back to committee for further amendments. Motion seconded by B. Webb. Motion carried.

Art – Nothing to report.

FY 2023 BUDGET ADJUSTMENTS AND FUND BALANCE

L. Laskowsky moved to authorize any FY 2023 budget adjustments. Motion seconded by C. Doyle. Motion carried.

E. Freling moved to allocate any remaining fund balance from FY 2023 be committed to the library’s building fund account with Michigan Class. Motion seconded by R. Barrett. Motion carried.

LIBRARY TRENDS AND UPDATES

R. Helwig reported that library boards are dropping their memberships in ALA due to philosophical disagreements with the national organization. Books challenges are up 20% over last year.

OTHER

The December board meeting and all committee meetings are cancelled.

FRIENDS OF THE LIBRARY UPDATE

B. Webb reported that the SCL friends took note of the community's participation in the homecoming window painting displays. There is a new sandwich board out in front of the library with posted hours. They are currently promoting the circulating passes and are working to sponsor 2 or 3 programs.

R. Helwig reported that the VML friends held their annual meeting where new officers were elected and the 2024 budget was approved.

PUBLIC COMMENTS AND CORRESPONDENCE

There were no public comments or correspondence.

ADJOURNMENT

R. Helwig adjourned the meeting at 6:25 p.m.

Respectfully submitted,

Kristin Ellison, Finance Director