

Library Board of Trustees May 23, 2023

The regular meeting of the Village Library Board of Trustees was called to order at 6:06 pm on Monday, May 22, 2023 by Ann Bohara.

Present

Knicki Knickerbocker, Ann Bohara, Sheri Kaufman, Cindy Line, Kate Shuhler, Holli Schvom, Pam M.

A motion was made to accept the minutes. Kate motioned, Holli seconded

Acceptance of the Treasurers Report -

Holli explained the report showing that there was less profit due to the State Aid coming in differently, The lease was signed with the township for a year for \$1. We need to pay and the lease will be from May to May. A suggestion was made to make a binder for official documents.

- Motion made by Sheri Kaufman and seconded by Cindy Line.

The Library Directors report can be reviewed on the Google Drive. Carol D is back on staff, she is doing the cleaning, shelf reading and filling in. Pam is updating the web site and has fixed some things. Wendy will be going to the Directors Meeeting on 5/23/23. Cindy L. motioned to accept the Directors Report and Kate S. seconded.

Fundraising/Friends - Rock the Library will be on 7/15/23. Twin Valley Coffee will participate and the Fire Company is on board. The Book sale will be the same day. The fundraising committee will be Kate S., Ann B, and Knicki K. We will be getting the draft donation letter updated and we also will need to look into the Little Green Light App. We would like to put out a sign at the Township Building with a fundraising thermometer.

Township Supervisors Meeting - The lease was approved. The Landscaping needs to be clarified. We have \$800 approved to landscape.

On 6/2 Iron Mountain will do improvements at the library. They will add picnic tables and mulch among other things.

The following committees were put together:

Governance/Policy - Sheri and Cindy.

Finance - Holli and Ann

Township Liason - Kate and Ann

Facilities and Maintenance Committee - Ann - will look into a buzzer on the door and book drop repair to start.

The Committees will write up a statement of responsibility goals with in 2 weeks.

New Business:

Personnel Policy - We started to work on this in November. We will outline the standards for staff and work on the Directors job duties and also the policy for Holiday Pay.

Holli reported that the State Aid Certification is in compliance.

A motion was made to adjourn at 7:22 pm by Kate. Holli seconded.

Respectfully submitted,
Knicki Knickerbocker

Library Mission statement:

The Village Library provides resources, services, programs, and technology to enrich lives, build community, and foster success.