

**Minutes of the Elk Rapids District Library Board of Trustees Meeting
May 12, 2022, 3:00 pm
Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 9629**

Approved 6.9.22

1. Call to Order: By President Tom Stephenson at 2:59pm

Members Present: Liz Atkinson, Tom Stephenson, Julia Pollister Amos, Karen Simpson, Dick Hults, Nancy Wonch, and Mike Weber. Absent: Dave Kopkau

Also Present: Interim Director Aaron Hill. This meeting is being held in person at the Elk Rapids Governmental Center. There are 2 people in audience at the start of the meeting

2. Approval of Agenda :

MOTION: by Pollister Amos/Wonch to approve the agenda as amended to remove #4; clarify 7b as concerning option 2; and add update signatures at all banks

Motion carried

3. Public Comment:

No one wished to speak

4. Consent Agenda

The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with by one board action without discussion beyond asking questions for simple clarification. Any board member may ask that any items on the Consent Agenda be removed and placed elsewhere on the agenda for discussion. Such requests will be granted. If an item is not removed, the Consent Agenda is approved by a single board action

A. Minutes: April 14, 2022

B. Treasurer's Report and Approval of Bills

C. Director Search Committee Notes: April 20, April 25, May 4 and May 11

MOTION: by Simpson/Atkinson to approve the consent agenda.

Pollister Amos: Yes

Simpson: Yes

Hults: Yes

Stephenson: Yes

Weber: Yes

Kopkau - Absent

Atkinson: Yes

Wonch: Yes

Motion carried

6. Correspondence:

Stephenson discussed the survey correspondence sent to donors and regarding the Becky Travis Memorial. There was a survey report. The schools haven't sent their out yet. We are over 22 with the paper surveys. Right now we aren't getting the age diversity we were hoping for. It was in the

ER News last week and again this week. Pearlman handed our 76 paper surveys at the Village Market. The Friends have sent it out. Hill discussed how the survey is being handed out at the library. Stephenson will follow up with the school concerning them sending it out.

7. Unfinished Business:

A. Emergency Management Policy

MOTION: by Pollister Amos/Wonch to approve the Emergency Management Policy as presented at the April 14, 2022 meeting.

Motion carried

B. MCLS (Midwest Collaborative for Library Services) addition of option 2 Contract Approval

MOTION: by Wonch/Atkinson to approve adding Option 2 to the MCLS Contract

Simpson: Yes

Stephenson: Yes

Kopkau – Absent

Amos: Yes

Hults: Yes

Weber: Yes

Wonch: Yes

Atkinson: Yes

Motion carried

8. New Business:

A. Library of Things Policy

Hill discussed this in his report and expects to have a policy for the board to review in June.

9. Director's Report

As presented by Hill

Hill discussed a waiver for those 18 and older on the Library of Things signing out certain things. Things like beach balls etc may not require that. That revision will be made for the next meeting. Update on personnel. Update on terms with Amazon so we don't need a credit card. Library Quest for Teens which will be a summer program. Update on recording of meetings. Update on annual audit scheduled for late June.

10. Standing Committee Reports

A. Personnel Committee: Pollister Amos, Atkinson, Stephenson

Did not meet

B. Financial Committee: Atkinson, Pollister Amos, Weber

Did not meet and nothing scheduled. But, if you look at the treasurer's report, we need to update the signature cards at all of the banks to remove Miller from those.

MOTION: by Atkinson/Wonch to approve updating the signature cards at all the banks with Atkinson, Pollister Amos and Stephenson as signers.

Hults: Yes

Pollister Amos: Yes

Simpson: Yes
Weber: Yes
Wonch: Yes
Atkinson: Yes
Stephenson: Yes
Kopkau – Absent
Motion carried

11. Ad Hoc Committee Reports

A. Building Committee: Hults, Stephenson, Atkinson
No meeting

B. Director Search Committee: Pollister Amos
Discussion of interviews that have taken place with Lyn Weick and Bradberry Miller Associates.
Next week their Wednesday meeting is at noon for another Zoom interview with Pyramid Consulting.

C. Strategic Planning Committee: Stephenson, Weber
June 8th is the next meeting.

12. Friends Report

As presented by Camille Campbell
The Friends didn't meet due to illness. They will meet May 28th

13. Public Comment: Same rules as previous public comment

No one wished to speak

14. Board Comments:

Pollister Amos said she feels things are on track.

15. Adjournment

Meeting adjourned by order of the chair at 3:23 pm.

Respectfully,

Julia Pollister Amos
Secretary, Elk Rapids District Library Board