

Elk Rapids District Library Board of Trustees
Meeting Minutes
May 9, 2019

1. **Call to Order:** The meeting was called to order at 4:58 pm by President Barb Johnson.
Members present: Diane Geddes, Dick Hults, Barb Johnson, Chuck Schuler, Sarah Ward, Thom Yocum, and Director Nannette Miller.
Absent: Jane Stauffer and Chris Weitschat.
Also present: Susan Calkins representing the Friends and Karen Simpson from the Campaign Committee.
2. **Approval of Agenda:** M/S Schuler/Yocum to approve the agenda with the addition of Unfinished Business, item c. Architect Proposal. Motion carried.
3. **Approval of Minutes:** M/S Yocum/Schuler to approve the minutes of the April 11, 2019 meeting as presented. Motion carried.
4. **Treasurer's Report and Approval of Bills:** M/S Yocum/Ward to approve checks numbered 27843 through 27873, except check number 27843 which was VOID, one electronic funds transfer to the IRS and two debits for 18 automatic payroll deductions written against the General Fund in April. Roll Call Vote: Johnson – Y, Yocum – Y, Hults – Y, Schuler – Y, Ward – Y, Geddes – Y. Motion carried.
5. **Correspondence:** None.
6. **Director's Report:** Miller answered questions about the Little Free Library, the fundraising opportunity through EveryLibrary, and a Google Analytics report about website traffic. Miller asked Karen Simpson for a copy of the pricing levels for various elements of the project that Simpson said the Campaign Committee has put together.
7. **Friends Report:** Susan Calkins added to the written report (attached) that the Friends are collecting Gardening books to give as door prizes at the Secret Garden event at Pine Hill Nursery.
8. **Capital Campaign Committee Report:** Karen Simpson stated she has gotten another pledge for \$125,000. They are holding a Secret Garden Party at Pine Hill Nursery on Thursday, May 16. Proceeds from the sale of the book "The Secret Garden" and a portion of the proceeds from all plant sales on that weekend will go to the capital fund. They are planning a "deep pockets" party at a private home on June 20 with the goal of raising \$200,000 to \$300,000. There will be another party at a private home in August, and a big fundraiser is planned for September 12. She requested a rendering of what the children's area might look like. Simpson met with Miller and Johnson about her revised plans for the entryway.

9. Unfinished Business

a. Board Retreat – June 1: The retreat will be at Maple Bay from 10:00 – 4:00. The consensus was to order sandwiches for lunch.

b. Anniversary Celebration – July 21: Johnson updated the Board about the progress of the Anniversary Committee. It will be an ice cream social held from 2:00 – 4:00 pm. It will include cake and ice cream, a short program, live music, and games and activities for kids. Also under consideration are a photo booth and a popcorn machine.

c. Architect Proposal: M/S Yocum/Hults to accept the updated proposal from the architects dated May 7, 2019. Roll Call Vote: Geddes – Y, Ward – Yes, Schuler – Y, Hults – Yes, Yocum – Yes, Johnson – Yes. Motion carried.

10: New Business

a. Board Engagement: Two videos from the Harwood Institute about community engagement were shown in preparation for discussion at the Board retreat.

b. Trustee Manual: Tabled due to lack of time.

11. Public Comment: None

12. Board Comments – None.

13. Adjournment: The meeting adjourned at 6:01 pm. The next regular meeting of the Elk Rapids District Library Board of Trustees will be held on Thursday, June 13 at 5:00 pm in the Library meeting room.

Respectfully submitted,

Nannette Miller