

**Elk Rapids District Library Board of Trustees**  
**December 8, 2022, 5 pm**  
**Elk Rapids Government Center, 315 Bridge Street, Elk Rapids MI 9629**

Approved 1.12.23

**1. Call to Order:** By President Tom Stephenson at 5:02 pm

**Members Present:** Tom Stephenson, Emily Petrovich, Julia Pollister Amos, Dick Hults, Nancy Wonch, Mike Weber, and Dan McAuliffe

Also Present: Director Pam Williams, and IT Aaron Hill. This meeting is being held in person at the Elk Rapids Governmental Center. There are no people in the audience at the start of the meeting

Members absent: Liz Atkinson

**2. Introduction of New board Members:**

Stephenson welcomed Petrovich and McAuliffe and they introduced themselves to board members.

**3. Approval of Agenda :**

Add Nancy Wonch to the Strategic Planning Committee

**MOTION:** by Wonch/Hults to approve agenda as amended

Motion carried.

**4. Public Comment:**

No public in attendance.

**5. 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 of November 10, 2022

B. Treasurer's report and approval of bills

**MOTION:** by Wonch/McAuliffe to accept the Consent Agenda

Roll Call:

McAuliffe: Yes

Weber: Yes

Wonch: Yes

Pollister Amos: Yes

Hults: Yes

Atkinson: Absent  
Stephenson: Yes  
Petrovich: Yes  
Motion carried. 7-0, Atkinson absent.

**6. Correspondence:**

No other correspondence.

**7. Unfinished Business:**

Nothing to report

**8. New Business:**

**A. MERS Employee Retirement Plan**

Williams suggested the board adopt a plan to have some benefits in place for part time employees. The fees are low because it's for non-profits and governments. She provided information on two different plans including a match program. A resolution could be adopted to set the parameters. A second plan discussed is a voluntary program which could be a match and could be used to save money for retirement. We have a contact who is willing to come and speak to us about it if you have more questions. Weber asked regarding the current available program. She would have to open a plan herself. Would the whole board like to hear from the representative or just the finance committee? Weber asked if this is cheaper than Vanguard? To keep it simple, I'd prefer other employees to do this themselves. Pollister Amos pointed out that many people are not comfortable doing it themselves. Wonch asked Williams if she wanted the board to consider adopting both? Williams said yes.

**MOTION:** by Wonch/Hults to submit the MERS Employee Retirement Plan proposal to the finance committee for consideration to present to the entire board.

Roll Call:

Wonch: Yes  
Pollister Amos: Yes  
Weber: Yes  
Stephenson: Yes  
McAuliffe: Yes  
Hults: Yes  
Atkinson: Absent  
Petrovich: Yes  
Motion carried 7-0, Atkinson absent.

**9. Director's Report**

As presented by Williams.

Williams highlighted a bookmark that's being used to show what's happening at the library. The local newspaper has been contacted about re-starting the library corner for items happening at the library. Other newspapers have been contacted about publishing library happenings as well. We are looking at different ways to market. Payroll has been going great. She is working on bank signatures. Regarding vendor meetings, we are working on Wi-Fi. We contract with Xerox for the printer/copy machine and we are working on being able to print wirelessly. We are working

on revamping our website. We will be working with Copper Bottom on it and we are excited to see how that will look and how it will affect our marketing. She met with Northland Co-op and trained for the board. She attended 13-Ways and met with Pam Seabolt about strategic planning. Regarding programming, we added a second story time called Busy Bodies. Pokemon Club is going great. The age group is 8-12. We are also doing interactive crafts with adults. Hill reported on Tech Help and the help he's been able to provide. There was 28% growth in circulation in the third quarter. The Cherryland Middle School program is live and we started getting requests and we've taken 79 books to them. Kate is also doing a family craft once a month. Update on some upcoming events. Discussion of a potential Michigan Writer's Series with SVSU. We may be holding some writing workshops and pair with an artist that would illustrate the pieces. Weber asked regarding the Polar Express party, and he wonders would there be an husband/wife community gathering at the town hall? Yes. She is already talking with Art Connection for working with youth. Space is an issue, but it won't keep us from doing things.

## **10. Standing Committee Reports**

A. Personnel Committee: Pollister Amos, Atkinson, Stephenson  
Nothing to report. We will be talking with Williams after the holidays.

B. Financial Committee: Atkinson, Pollister Amos and Wonch  
No report.

## **11. Ad Hoc Committee Reports**

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

B. Strategic Planning Committee: Stephenson, Weber, Wonch  
We will meet on Tuesday. This will be small group. Stephenson and Williams discussed using Zoom. Library is closed on Thursday.

## **12. Friends Report**

### **As presented by Camille Campbell**

Laura Savoie submitted paperwork for the 501(c)3 status. The next Glamor Glitter and Glitz event, which was the biggest fundraiser to date since it made \$20K, is scheduled for July of 2024. If you have a donation of jewelry, it can be brought to the library. Next week is Sip and Support and it's a way to gather new members and talk about what the Friends are doing. We are working on ways we can support the library. Next Friends meeting is Jan. 23.

## **13. Public Comment: Same rules as previous public comment**

None

## **14. Board Comments:**

Pollister Amos said she loved the Polar Express decorations at the library. Hults welcomed the new members and said this board has changed dramatically over the last 12-15 months. Petrovich thanked everyone for the warm welcome. McAuliffe said he is excited to be a part of the board. Stephenson thanked Hill for the tech help he's giving and how he's helping people.

**15. Adjournment**

Meeting adjourned by order of the chair at 5:46 pm.

Respectfully,

Julia Pollister Amos, Secretary Elk Rapids District Library Board

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