

SHIAWASSEE DISTRICT LIBRARY BOARD
REGULAR VIRTUAL MEETING
MINUTES
27 JANUARY 2021

PRESENT: ROBIN FREDRICK, PRESIDENT (in City of Durand)
CINDY GARBER, VICE-PRESIDENT (in Bennington Twp)
ROBERT TEICH, JR., SECRETARY (in City of Owosso)
ELAINE KUCHAR, TREASURER (in Rush Twp.)
SARA PETTIT (in City of Durand)
CAROLE SCHAEFER (in Owosso Twp.)
JAMIE SEMANS (in City of Owosso)

EXCUSED:

ABSENT:

STAFF PRESENT: MARGARET BENTLEY, NANCY FOLARON, JODI FOX,
KIMBERLY WHITE

Fredrick called the meeting to order at 7 p.m.

Approval of the Agenda: Kuchar moved to approve the agenda as presented; seconded by Schaeffer; motion carried

Minutes: Teich moved to accept both the December 2, 2020, and December 10, 2020, minutes as written; seconded by Kuchar; motion carried.

Citizen's Comments: None.

Financial Report: White noted that the finances were in good shape with slightly more than \$20,000 going into the fund balance from the 2019-2020 fiscal year, primarily due to decreased expenditures because of the pandemic. She also noted that MMLC has approximately \$10,836 in restricted funds and \$74,405 in non-restricted funds which are available to the library. In addition, the cooperative is providing noncompetitive grants to member libraries; SDL is eligible for \$9,000 for technology and \$4,000 for PPE. Kuchar moved to accept the financial report; seconded by Garber; motion carried.

Director's Report: White highlighted her top priorities for improving the library and its services. Schaeffer moved to accept the director's report; seconded by Semans; motion carried.

Correspondence: A thank you note has been received from Eric Palmer for the gift card purchased by the library Friend's groups for his help in the director search.

Publicity: Articles have been published in both the *Argus-Press* and the *Shiawassee Independent* about White as the new library director.

Decisions:

Board Resolutions 21-4 and 21-5: Pettit moved to adopt resolutions 21-4 and 21-5, adding White's name to the accounts; seconded by Kuchar; motion carried unanimously.

Discussion:

Library Website and Branding: Library Market, which deals only in website design and marketing for libraries, can redesign SDL's website and provide a template for \$15,000;

hosting the site would be \$1,200 per year, and support and a calendar would be \$2,000 per year; a branding package, including a new logo would be \$3,500. White will provide links to some of their work. Schaeffer moved to contact them for a contract using MMLC funds; seconded by Teich; motion carried unanimously by roll call vote. Pettit and Semans volunteered to help on the committee to formulate the new design.

Improvements to the Library Entryways: Following discussion on the need to replace the flooring and improve the signage in Owosso's back and side (M-52) entrances, it was decided that White will request estimates from contractors.

Reports, Announcements:

White reported on her meeting with Nathan Henne, Owosso city manager. She felt that it was very productive with the City agreeing to paint the exterior trim, clean the eaves troughs, repair the A/C and look into re-plumbing the boiler system. She expects to meet with him again in a few weeks regarding the lease.

The Library of Michigan will be hosting a millage webinar which is free of charge on February 17 at 10 a.m.; board members are encouraged to register online even if they cannot attend at that time as all sessions are recorded and can be listened to at a later time.

The Library of Michigan will also be a hosting virtual trustee training. Trustee Training 101 is scheduled for March 10 at 10 a.m. and an advanced session on March 17 at 10 a.m. All interested board members are also encouraged to register for these events.

Wireless printing has been set up at both branches as of today. Once staff training and instructional materials can be completed, an announcement will be made to the general public.

Citizen's Comments/Board Open Discussion: Teich and other board members welcomed White to the job.

Adjourn: Kuchar moved to adjourn at 8:10 p.m.; seconded by Garber; motion carried.

Robert Teich, Jr.
Board Secretary

Attachments:

Attachments to Original Only: