

MINUTES
Hillsdale Community Library Board of Trustees
June 4, 2020
7:00pm
Meeting Room

- I. CALL TO ORDER
 - a. President Bowen called the meeting to order at 7:02pm.

- II. ROLL CALL
 - a. Jim Bowen, Karen Hill, Mark Maier, Mary Hill (Director), Darryl Hart, Rickie Freeman present.
 - b. Vickie Lee, staff, also present.

- III. APPROVAL OF AGENDA
 - a. Approved as submitted. Moved by Hill supported by Hart.

- IV. MINUTES
 - a. Approved as submitted. Moved by Maier, supported by Hill.

- V. REPORTS
 - a. Mary gave an overview of the financial reports available.
 - b. Mary reports that our budget will be cut by approximately \$14,000 next year.
 - c. Mary reported on various grants received, including a grant to help cover her salary during the shutdown and a grant to cover travel costs associated with a conference previously attended.
 - d. Mary also reported on several other grants in process which are detailed in her Directors Report.
 - e. Mary reported that a doorbell has been installed on the back door to alert staff of deliveries or to people needing access to the library. We might look into doing the same at the front door.
 - f. We are having issues with Facebook. Mary hopes that the return of staff will help alleviate this problem.
 - g. We are going to quarantine books left in the book drop for three days before processing them and returning them to their shelves. This seems to be the standard practice at other libraries.
 - h. Mary doesn't believe it's practical to open the library until July. She will open the book drop next Tuesday.
 - i. Heidi, David, and Vickie should be back to work next week.
 - j. Carside delivery should be available on Wednesday.

- VI. OLD BUSINESS
 - a. Budget discussion.

- i. Mary reiterated likely cuts.
- ii. At present, all we have are the expenditure side of the budget.
We do not have projected revenues.

VII. NEW BUSINESS

- a. Update on Grants
 - i. See above under Reports
- b. Library Re-Opening
 - i. See above under Reports
 - ii. Mary handed out information from other libraries on how they are handling re-opening.
 - 1. Kent District Library, likely won't re-open until July 6th at the earliest.

VIII. BOARD COMMENTS

- a. Hill expressed a desire for summer reading activities to continue even if the library can't re-open.
- b. Freeman suggested that we look into a fundraising activity on Facebook or other social media to support the library. The Friends of the Library might be able to help with this.
- c. Hill and Freeman asked Vickie about unemployment benefits and how the staff was doing since being furloughed.
- d. Our next meeting will be June 18th in the library.

IX. ADJOURNMENT

- a. 7:38pm

Submitted by Mark Maier, Board Secretary