

Minutes
Hillsdale Community Library
Board of Trustees Feb 11, 2021
7:00pm

I. CALL TO ORDER

- a. President Bowen called the meeting to order at 7:01 PM

II. ROLL CALL

- a. Jim Bowen, Karen Hill, Darryl Hart, Rickie Freeman, George Allen

III. VISITORS COMMENTS

- a. Joe Mangan, City Finance Director, no comments

IV. APPROVAL OF AGENDA

- a. Hill moved, Allen seconded

V. APPROVAL OF MINUTES OF January 21

- a. Freeman moved, Hill seconded

VI. REPORTS

a. Financials

- i. Library Director invited comment from new City Finance Director
- ii. Finance Director reviewed fund balance summary, showing a beginning fund balance of 109,211.70, a net revenue of 71,584.55, and an ending fund balance of 180,796.25.
- iii. Finance Director cautioned that, while the HCL is in an overall solid financial position, the final revenues of the year will not match current figures.
- iv. Library Director pointed out that penal fines have not yet been accounted for, and current figures are only projections.
- v. Small increase in property taxes expected for next year.
- vi. Other revenue items discussed.
- vii. "Penny Fund" account to be closed and money moved to the City pooled cash fund – money came from donations and Amazon sales.

b. Statistics

- i. Patron check outs and items checked out highest for past 6 months
- ii. Web consultant helped add Tutor.com database, will be on website shortly
- iii. Tumblebooks also popular, advertising appears to drive numbers up

c. Programs

- i. Vita tax preparers making use of meeting rooms.
- ii. IT has been working on catalog, Verso (ILS) update issues, new computer purchases in July should resolve.
- iii. \$800 from Hillsdale Community Foundation
- iv. Director will be applying for State of Michigan grant for young adult books in conjunction with summer reading program.
- v. New carpeting for meeting room purchase expected.
- vi. Mentioned in an article with the Hillsdale Collegian.
- vii. Purchased additional books for Black History Month
- viii. Statistics from Winter Reading Program presented

d. Communications

- i. None at this time.

VII. NEW BUSINESS

- a. Joe Mangan, new Finance Director for the City, introduced.

VIII. OLD BUSINESS

- a. 2021 Library Director Goals, moved to approve by Hill, seconded by Hart, unanimously approved
- b. Review of Board Bylaws. May possibly be modified pending discussion at the annual meeting in April. Bylaws, Article 3, Section 1, may need to be updated to reflect the fact that the Board is no longer meeting every month, but rather every other month.

IX. BOARD COMMENT

- a. Allen asked about items on April agenda.
 - i. Director will have budget prepared to vote on.
 - ii. New officers will need to be elected.
- b. Board discussed safety and security issues around library, including lighting, security cameras, and activity of library staff.
- c. Discussed incident of damage to library restroom. Damage has been repaired, and responsible person has been banned from the library.
- d. Hill asked about interview with children's librarian candidate. Candidate was offered the position and declined.

X. ADJOURNMENT at 7:49 pm

Next meeting: 08 April 2021