

**Hillsdale Community Library Board of Trustees  
Meeting Minutes for December 15, 2016**

Meeting called to order by President Mark Maier

**Roll Call:** Director LeAnn Beckwith, Mark Maier, Melissa Holm and Rickie Freeman

Absent: Darryl Hart, Jean Nolan

**Approval of the agenda:** Accepted

**Approval of the Board Minutes of the October, 2016 meeting:** approved

**Reports:**

**Circulation:** Patron Circulation for October 2016 (checkouts & renewals) - 3,621

Patron Circulation for November 2016 (checkouts & renewals) - 3,127

Total Circulation (handling of materials) for October 2016 – 10,067

Total Circulation (handling of materials) for November 2016 – 8,460

OverDrive Circulation: for October 2016: 400

OverDrive Circulation: for November 2016: 301

**Internet:** Computer Usage: October 2016 - 185 patrons, 859 logins, 504½ hours

Computer Usage: November 2016 - 170 patrons, 768 logins, 450½ hours

Wireless Usage: October 2016 – 1,093 logins

Wireless Usage: November 2016 – 1,089 logins

**Web Page:** 2,039 views for October 2016 (41 views were for Mitchell)

2,271 views for November 2016 (51 views were for Mitchell)

**Ancestry:** 391 searches for October 2016

107 searches for November 2016

**Door Count:** 4,288 people entered the library in October 2016

7,025 people entered the library in November 2016

**Programs:** Kids Programs for October 2016 - 165 people at 13 events – 8 people at 2 Making Stuff; 9 people at 2 Snacks & Stories; 21 people at 3 Baby & Toddler Story Time; 50 people at 3 Li'l Cubs Story Time; 14 people at 1 Lego Club; 29 people at 1 Pre-K visit, 34 participants in passive I Spy

Kids Programs for November 2016 - 53 people at 10 events – 11 people at 2 Making Stuff; 10 people at 2 Snacks & Stories; 14 people at 3 Baby & Toddler Story Time; 10 people at 2 Li'l Cubs Story Time; 8 people at 1 Lego Club 27 participants in passive I Spy 15 participants in Passive Photo Hunt for Teens

Adult Programs for October 2016: 18 people at 5 yoga classes; 3 people at Café Color

Adult Programs for November 2016: 19 people at 3 yoga classes; 3 people at Café Color

**Financial:** Bonnie got all the adjustments made. The children's budget has been amended with the holdover from the supplies for the summer reading program. The contractual services for Nonik have been paid for the year.

**Communications:** MRC minutes from October and November were given.

**Director's Report:** The handicapped button has been replaced. The security camera we discussed last time has not been installed yet. We should look for possible alternatives. The Community Foundation has notified us about a grant we could apply for. LeAnn needs a letter of support from the board to apply for STEAM Punk Club. These are kits to engage students in STEAM and look very promising. Mark will get her the letter. Three new computers for the teens were purchased at a cost of about \$300.00 each. They have Windows 10. This means the only t old computers left are two in the adult section.

We received some letters from attorneys in Grand Rapids concerning an audit of County National Bank. Some money for the library from trust funds did not have the correct interest added. We received \$20,600.00 from the Kalder Trust. An additional check for \$22,941.00 will be coming. We received \$250.00 from the Mary McVicker Trust which must be spent on books. LeAnn has already ordered them. Because this trust is so small it may be terminated and we would have to decide what to do with the funds we would receive. LeAnn is looking at an Early Learning Station. AWE Learning has a large keyboard and features STEM, STEAM and bi-lingual programming. A mini-grant from the Woodlands Co-operative and donations will be used to cover the cost.

**Old Business:** There was none.

**ew Business:** LeAnn adapted a city contract for our painting project. The painting bid documents have to be accepted by the library board and sent to the city attorney for legal approval before proceeding to the city council. Melissa moved and Rickie seconded to approve the documents. The motion carried. The work will not be done until warm weather but we would like to have everything approved before March. We discussed the advisability of setting aside funds specifically for maintenance. LeAnn will check with the city about doing that.

**Visitors' Comments:** None

**Board Comments:** None

**Adjournment:** 7:43 p.m.

Respectfully submitted by Rickie Freeman