

Hillsdale Community Library
Board of Trustees Meeting Minutes

April 16, 2015

Meeting called to order by President Mark Maier

Present: Director LeAnn Beckwith, Rickie Freeman, Karen Hill, Mark Maier, Jean Nolan

Absent: None

Approval of the agenda: Agenda item added under New Business – Slate of officers

Approval of the Board Minutes of the March 19, 2015 meeting: Accepted as presented

Reports:

Circulation: 3,711 for March, Overdrive :340

Internet: 983 logins for 590 hours. Internet had been down for a short time.

Web Page: 2,469 views

Door Count: 4,306 people entered the library in March

Programs: 254 people at 13 events for kids' programming, 22 adults, 15 online book club members

Financial: Director Beckwith just received the financials; we received copies of 2 reports. One report shows revenues and expenses but doesn't show unencumbered balance whereas the other report shows the unencumbered balance. Financial reports were reviewed by the board of trustees.

Communications: MRC minutes were received. Director Beckwith also had two ladies from MRC visit and ask questions about their tax status. Mark Maier believes that MRC has not submitted financial reports at the federal level.

Director's Report: LeAnn attended the Woodlands Co-op meeting. We have not yet received our state aid but other libraries have just begun to receive theirs. She added that if the May 5th 1% sales tax increase does not pass, the state could decide to re-allocate some of the penal fines that we receive to help pay for roads. Mark commented that our penal fines are half of what they used to be. LeAnn reported that there have been no changes with Overdrive with the buy-out; we should benefit from having access to more publishers. 47 out of 50 co-op members are part of Overdrive. LeAnn proudly reported that we received Library of Michigan Certification for Meeting "Essential Level" of Quality Services (QSAC). LeAnn will be meeting with a representative to discuss Mobile Hotspot checkout. Potentially, a patron could check out a mobile hotspot and keep it for a full year to gain internet access.

Old Business: Darryl Hart has expressed interest in serving as a trustee on our library board. Darryl is a professor at Hillsdale College and has library experience in Philadelphia. Mark will contact Darryl and have him complete the necessary paperwork/bio to submit to the city for approval.

New Business: LeAnn has been in contact with A Few Good Men who are interested in helping with maintenance at the library. LeAnn and Mark will organize a committee to walk through the building, list needed maintenance issues and then prioritize them. A slate of officers for the next fiscal year; Mark Maier – President, Jean Nolan – Vice President, Rickie Freeman – Secretary.

Visitors' Comments: None

Board Comments: Mark Maier wrote and sent a letter to Bonnie Tew regarding our position on our library budget. Receipt of his letter has not been acknowledged. Mark has documentation from Michigan Library Laws Handbook stating that library boards have sole financial responsibility and authority for our budgets. Mark discussed the evaluation process for Director Beckwith which will begin at our May meeting with Mark distributing and discussing the evaluation form and rubric.

Adjournment: 7:55

Respectfully submitted by Karen Hill