

Timothy C. Hauenstein Reynolds Township Library
Board Minutes
March 2024

Meeting was called to order at 6:58 pm by Chair Sharon McInnis.

Members Present – Sharon McInnis, Mary Ann Wilson, Paul Rehfus, and Peggy Peterman. Absent was Sara Smith and Marjorie Morgan.

Others present – Library Director, Cheryl Smith

Motion to approve agenda was made by Mary Ann and seconded by Paul. Approved by all members present.

Motion to approve previous board meeting minutes was made by Mary Ann and seconded by Paul. Approved by all members present.

Treasurer's report for March 2024 and the Profit & Loss budget comparison for April to March 2024 was presented to board.

Motion to approve pay bills of \$36,879.25, checks 10281-10303, payroll 31369000207-31369000216 and IRS epay was made by Peggy and seconded by Mary Ann. Approved by all members present.

No report from Friends of the Library. Putting on a birdhouse decorating contest. Working on putting together a garden tour. Planning on a book tasting in August.

Copies of Library Director's reports were given to board members and recapped by Cheryl Smith. She summarized reports and went over updates. A calendar of April events was also given to members.

Circulation down a little. More due to a short month and many people being sick. New patron numbers still up but does include student enrollment. Programs are still being well attended. Real World K-9 was a big hit with people.

The library has received first aid kits from the Health Department and are available to the public. Kits are going fast as many people want them. More has been ordered. The credit union would like to do a display to inform people of potential scams. The library has been chosen by the Library of Michigan to host Notable Author Susie Finkbeiner. Patron computers have been swapped out and two of the old ones have been turned into children's computers with games on them. A new item has been added to the catalog called Tonies which are now available.

No public comments were presented.

Old Business:

Jury Duty Policy for employee handbook has been rewritten and presented to board for review. Was suggestion of small change. Motion to approve amended policy was made by Mary Ann and seconded by Paul. Approved by all members present.

New Business:

CD is up for renewal. A couple of options were presented to board. Chosen was to go with 6 Month Special and increase balance with funds from checking account. Motion to approve was made by Peggy and seconded by Paul. Approved by all members present.

Wage increases and adding sick days for staff were discussed by board. Terms and conditions of sick days were finalized and wage increase agreed upon. Motion to implement was made by Peggy and seconded by Mary Ann. Approved by all members present.

Also agreed was a salary increase for library director. Motion for increase was made by Mary Ann and seconded by Paul. Approved by all members present.

Motion to adjourn meeting was made by Mary Ann and seconded by Paul. Approved by all member present. Meeting adjourned at 7:49pm.

Next meeting to be Thursday, April 18, 2024 at 7:00pm at Timothy C.Hauenstein Reynolds Township Library.

Respectfully submitted by: Secretary, Peggy Peterman

A handwritten signature in cursive script that reads "Peggy Peterman". The signature is written in black ink and is positioned below the typed name of the secretary.