

INDIAN RIVER AREA LIBRARY

Board Minutes

March 19, 2024

Meeting called to order at 3:25.

Present: Kathy Cole, Patty Hull, David Hill, Jill Sager, Sue Fisher, Elise Harrington, and Kelsey Rutkowski.

Guests: Trudy Maves, Cathy Campbell, Jeff Milner, and Max Boettger.

Public Comment on the Agenda: None

Approval of the Agenda: Sager motioned to approve the agenda, Hull seconded, and all AYE.

Approval of the Minutes: Hull motioned to approve the February 20, 2024 Board minutes, Cole seconded, and all AYE.

Financial Report: A. Sager motioned to accept the monthly expenses-12 bills totaling \$6508.70, Hull seconded and all AYE. Fisher motioned to reissue the check for Kajeet(\$1027.07) as it was lost in the mail, Sager seconded, and all AYE.

Rutkowski will see about setting up a meeting with the township supervisor (Bob Kramer), Rutkowski, and Hull to discuss the payment of shared bills per township agreement.

B. Investment Update: Fisher reported that CNB sent the check from the account to the director to invest in the MiClass account.

Directors Report: Rutkowski reported that the library's participation in the Winterfest (story time and crafts) was successful. At the Chamber meeting that Rutkowski attended, they discussed Summerfest(now Father's Day weekend), Octoberfest, and Winterfest. A Volunteer Picnic is also being discussed. Working in conjunction with the Cheboygan County Humane Society, a Cat Yoga event will be held on June 18.

Sager motioned to change the IRAL Board Meeting to 1:00 on June 18 instead of the regularly scheduled 3:30, Cole seconded, and all AYE. Hull motioned to approve the bid for Category 2 eRate through the Northland Cooperative, Sager seconded, and all AYE. Rutkowski informed the board of a workplace accident and that an accident report was filed and followed up on.

Friends of the Library: CNB has joined the Friends as a business donor, Straits Area Federal has awarded the Friends an annual grant of \$500, and Awakon Credit Union has gifted the Friends \$2500(to be used to purchase a 12x12 sunshade at Cooperation Park).

Old Business:

- A. Policies/Policy Meeting- Hull motioned to approve the Library of Things Policy as written, Sager seconded, and all AYE. Sager motioned to approve the Inclement Weather Closing Policy as written, Hill seconded, and all AYE.

The next policy meeting will be April 2 at 11:00 at the library.

- B. Building Maintenance Meeting- Set up a committee for the annual Building Maintenance Meeting- Cole and Rutkowski from the library. Rutkowski will reach out to the Township and the Chief of Police.
- C. Tuscarora Building Grant/Estimate-Jeff Milner from White Pines Electric presented an estimate for the parking lot lighting, and explained the details.
- D. Outlying Township Contract Renewal Request Letters-to be sent out for renewal.
- E. Kajeet Hotspot Renewal-previously discussed.
- F. Library Security Cameras-Rutkowski will check further into Library Policy on security cameras.

New Business:

- A. Employee Schedule Proposal-Sager motioned to approve Rutkowski's staffing proposal as written, Cole seconded, and all AYE.
- B. IRAL 2023 Audit-the board reviewed the numbers.
- C. Director Health Insurance-Rutkowski will check into details and meet with Maves to discuss plans for the next budget year.

Public Comment- Max Boettger stated that he was from an outlying township and was very complimentary of Kelsey and the entire staff's service. He also inquired what the cost of adding the Hoopla service would be to a non resident card. Rutkowski will check into it.

Board Comment- Hill questioned the 3 bid requirement for the grant. Currently we just have estimates and will soon be requesting bids.

Harrington motioned to adjourn at 6:30, Sager seconded, and all AYE.