

**Indian River Area Library**  
**Board Minutes**  
**May 21, 2024**

Meeting called to order at 3:31

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

Guests: Trudy Maves, Cathy Campbell, John Webb

Public Comments: None

Hull motioned to approve the agenda Sager seconded, all AYE.

Sager motioned to approve the April 16, 2024 minutes, Cole seconded, all AYE.

Fisher motioned to approve the monthly expenses, Hull seconded, all AYE. Including 12 bills totalling 4,552.58.

Investment update- \$50,000.00 was deposited into MiClass.

Director's report: We have a new program for 0-5 year olds called Music and Movement on Tuesdays at 10:30. Very popular! Instruments and themed programming kits were donated by a retired Children's Librarian. Summer programs are planned including 3 outdoor movie nights and a volunteer picnic. The newsletter will go out at the end of May. Dungeons and Dragons Clubs will pause for the summer months. The summer reading program is in the process of decorating! The Book Walk is up at the Cooperation Park with the story, This Little Kitty in the Garden by Karen Obuhanych. Hoopla is set up for the Enhanced Nonresident option. Kelsey and Sandy attended a book repair workshop and will train staff on saving time and money on repairs. Kevin Donovan may be interested in subbing for the library.

Movie Nights: June 21st, July 12th and August 23rd at 7:00 at the Cooperation Park

Volunteer Picnic: August 17th at noon

Friends of the Library: Trudy Maves is stepping down in June. The sun shades and benches are coming to the Cooperation Park near the Book Walk from donations given to the Friends from area organizations. Wine With Friends is June 13th. Gift cards were given to the staff for National Library Week.

Old Business:

Policies:

1. Motion by Sager seconded by Cole to approve the Privacy and Confidentiality Policy. All in ayes, motion passed.
2. Motion by Sager seconded by Fisher to approve the Media Policy. All ayes, motion passed.
3. Motion by Sager seconded by Hull to approve the Animal Policy. All Ayes, motion passed.
4. Motion by Fisher seconded by Sager to approve the Customer Service Policy. All ayes, motion passed.
5. Motion by Hull seconded by Cole to approve the Children and Vulnerable Adults in the Library Policy. All ayes, motion passed.

6. Motion by Fisher seconded by Sager to approve the Code of Conduct Policy. All ayes, motion passed.

Tuscarora Township Building Grant update: Can get formal bids now. Hull and Fisher will help Kelsey with the details.

Outlying Township Service Contracts Follow-up: We received Ellis, Burt and Walker contracts. Will attend Koehler township meeting in June. The 3 contracts have been sent to the Library of Michigan.

New Business:

- A. Director contract July 2024-June 2025 and Director Evaluation- The Board will be meeting on June 6th at 10:30 to discuss Director's contract/evaluation.
- B. Board of Trustees Member Notice- David Hill has stated that he would like to step down as Trustee of the IRAL. No formal resignation letter has been submitted.
- C. Q4 Budget Amendments- Motion by Hull seconded by Sager to approve the Q4 Budget Amendments. All ayes, motion passed.
- D. Budget Public Hearing Date-Public Hearing date set for June 18th at 12:30. Monthly Board meeting will follow at 1:00.
- E. Annual Meeting Date- Set for July 16th

Public Comments: Cathy Campbell suggested a stipend in this year's budget for health insurance for Kelsey.

Board Comments: None

Adjourn: Hull motioned to adjourn at 5:03pm. Sager seconded, all AYE.