

Minutes November 21 2023

Board of Trustees
T. A. Cutler Memorial Library
312 Michigan Ave.
St. Louis, MI 48880

Members present: Holly Brannan-Harris, Robin Hart, Cheryl Lombard, Mary Reed, Sue Vibber

Also present: Library Director Jessica Little

Call to Order: Meeting was called to order at 5:00 pm

Minutes: Minutes of the September 19 2023 meeting were reviewed. A request for an amendment due to a typo regarding the library training session on October 4. A motion was made by Sue Vibber to accept the minutes with changes; the motion was supported by Cheryl, motion passed.

Public Comment: None

Reports

Librarian's Report:

Jessica informed the board that the wi-fi hot spots are proving problematic due to failure to return or late returns and there are questions regarding the continuity of the program. The Friends of the Library October book sale raised over \$1,000 for the library. The VITA program is set to be offered at the library again during tax season. Interviews are to begin for the Michigan Works trainee.

Financial Report: Library balance sheets were reviewed. Jessica noted that revenue from interest is higher due to interest rates being raised.

Statistical Report: The digital collection is seeing increased use by patrons. The public access computer usage is up by 52% over 2022 statistics.

New Business:

The holiday hours for the library were proposed: Open 10am to 2pm on Friday 12/22 and 12/29, closed over the holiday weekends and set to reopen with regular posted hours on Tuesday 12/26 and 1/2. Robin Hart moved to accept the holiday hours; the motion was supported by Cheryl Lombard, motion passed.

Jessica has received quotes for a new copier/printer. Robin Hart made a motion to approve expenditure of up to \$3,000. The motion was supported by Sue Vibber, the motion passed.

Announcements: The library holiday open house was scheduled for Thursday, December 7.

Adjournment: Meeting was adjourned at 5:38

Minutes respectfully submitted

Mary Reed, President

Holly Brannan-Harris, Secretary