

Minutes January 19, 2021

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

Meeting was conducted via teleconference

Members present: Holly Brannan-Harris, Theresa Jewell, Michelle Kelly, Mary Reed

Members absent: None

Also present: Library Director Jessica Little

Call to Order: Meeting was called to order at 5:02 pm

Minutes: Review of the minutes from the September 15, 2020 and November 17 meetings. Theresa Jewell proposed the minutes be accepted, the motion was supported by Michelle Kelly; motion passed.

Public Comment: None

Reports

Librarians Report: The pandemic orders still in place are creating delays in circulation due to the four day quarantine for returned materials. The restoration project for the gazebo is underway and Jessica is hoping to receive some coverage from the local press.

Financial Report: The reports were reviewed and there was a discussion of budgets and upcoming millage vote.

Statistical Report: Jessica reported that all statistics were below average due to pandemic orders, with the exception of wi-fi usage.

Old Business: The library has received the furniture custom-made by the Shark Wood Shop, with many thanks and much appreciation. The open position on the board will be advertised in the city newsletter and Jessica is also considering using social media to help in the search.

New Business: There was discussion of the viability of the library hosting the Volunteer Income Tax Assistance program while under pandemic orders. The 2021 schedule for filing taxes has been adjusted by the IRS. Options for online assistance are also being explored.

Microfiche from the Gratiot County Herald covering the years 1931-1937 have been found and the library system is looking into the possibility of a group project to share the costs and make copies available at each library.

The new Hotspot User Agreement and the Laptop User Agreement were both reviewed by the board. Michelle Kelly made a motion to approve both as library policy; the motion was supported by Theresa Jewell; motion passed.

Announcements: None

Adjournment: The meeting was adjourned at 6:07 pm

Minutes respectfully submitted

Mary Reed, President

Holly Brannan-Harris, Secretary