

# Minutes May 18, 2021

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

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

Members absent: None

Also present: Library Director Jessica Little

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

**Minutes:** Review of the minutes from the March 16, 2021 meeting. Theresa Jewell proposed the minutes be accepted, the motion was supported by Michelle Kelly; motion passed.

**Public Comment:** None

## Reports

Librarians Report: The library received a \$500 donation for the Summer Reading Program from the Gleaners. The Friends of the Library non-traditional book sale was a success. Due to relaxation of the CDC guidelines, returned materials will now be held for only twenty-four hours. The results of the Needs Survey will be available by June 1. The development of the new website is taking longer than anticipated, but will be running by the end of May.

Financial Report: Board reviewed financial report, Jessica noted that the County Library Board has yet to meet and disburse millage funds

Statistical Report: Attendance for programming is the only area in the report that still has numbers lower than usual.

**Old Business:** The numbers for employee benefits and estimates for book and memorial supplies and repairs have been added to the proposed 2021-2022 budget. Holly Brannan-Harris moved to recommend this budget for approval by city council. The motion was supported by Theresa Jewell; motion passed.

Recommended changes to procedures due to relaxation of Covid-19 mandates are ongoing.

**New Business:** The county library millage will be up for renewal in the June or August primary election in 2022, with another potential for approval during the November 2022 election if needed.

**Announcements:** None

**Adjournment:** The meeting was adjourned at 5:36 pm

Minutes respectfully submitted

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Mary Reed, President

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Holly Brannan-Harris, Secretary