

Minutes March 15, 2022

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

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 November 16, 2021 meeting. Cheryl Lombard proposed the minutes be approved, the motion was supported by Sue Vibber; motion passed.

Public Comment: None

Reports

Librarians Report: Jessica has been working on the ballot proposal for the millage renewal in the August 2022 election. The \$2,525 received from ARPA were split with fifty percent going to the co-op and the other half being used to purchase 48 non-fiction e-books and 8 digital audiobooks. These new titles were made available as of February 24.

Financial Report: Financial reports were reviewed with Jessica providing information regarding questions of certain line items in the library budget.

Statistical Report: Program attendance was down in January due to weather conditions and staffing issues. Jessica has added a new category to account for the digital collection in the statistical report.

Old Business: The board reviewed the landscape design for the library gardens submitted by Twin City. Cheryl Lombard moved to approve the quotes for the project, the motion was supported by Sue Vibber; motion passed.

New Business: The board discussed the Gratiot County Finance Millage Review. Jessica proposed the possibility of acquiring a people counter to provide an accurate count of people who enter the library. Due to the need for better accessibility in the family restroom, a lower toilet and perpendicular handrails will be installed. Jessica is in the process of contracting with Newsbank for online access to either the Morning Sun or Detroit Free Press for library patrons. The board is still in the process of finding a replacement for the library sign. There is a need for the library to change its operating hours, offering two days per week with hours of 10 am to 7 pm and reducing Friday hours to 10 am to 5 pm which will take place on April 1, 2022. There was board discussion of the budget for 2022-2023 and the priorities of the projects to be completed. Due to possible policy updates, Jessica is requesting a legal review of these potential updates. Possible expansion of the library to add a meeting room and space for reading were discussed as future projects.

Announcements: None

Adjournment: The meeting was adjourned at 6:45 pm

Minutes respectfully submitted

Mary Reed, President

Holly Brannan-Harris, Secretary