

**Fruitport District Library  
Board of Directors Meeting  
February 21, 2018  
(Unofficial)**

The regular meeting was called to order by chair Rose Dillon at 5:39 p.m. Present were Donna Pope, Lorri Essenberg, Marjorie Stonecypher, Joshua Datte, and Mary Weimer. Board member Laura Oldt joined us by phone. Also present were Beth Werking, Amy Tennant, Karla Brown, and Erica Huysen.

Erica is looking into the best way to use Facebook to promote the library. She reported that a Spring Lake Mennonite Church has donated 177 books to the library. There is an increased computer use (due to tax time, primarily) and requests for Freegal and Hoopla have increased.

Karla Brown is starting a Friends of the Library group. The first meeting will be March 3 at 10 a.m. She is also exploring advertising ideas and ways to encourage more people to get library cards.

Amy reported that there have been 1,309 cards issued, and over 13,000 books have been linked.

The secretary's report was approved.

The treasurer reported deposits of \$88,945.42; withdrawals in the amount of \$11,900.01; and savings account interest of \$4.18. Master card balances of \$4,657.30 and \$207.00 are paid off monthly.

The state aid report has been submitted. Security software has been installed.

The Finance Committee met and prepared a proposed budget for Fiscal Year 2018-2019.

Motion by Laura Oldt, seconded by Lorri Essenberg, to pay bills in the amount of \$49,256.26. Motion passed unanimously by roll call vote.

**OLD BUSINESS:**

01. The emergency preparedness plan is on hold until a new director can be hired.

02. Discussion was held regarding the library flooring. There was another incident of some water in the basement due to the extremely heavy rain. Marjorie Stonecypher shared photos of the water leaks. Plans for the new flooring and painting of the basement are still underway.

03. The staff has linked 13,309 books.

04. Motion by Mary Weimer, seconded by Lorri Essenberg, to allow the library attorney to draft the millage proposal. Motion passed unanimously by roll call vote.

Motion by Joshua Datte, seconded by Mary Weimer, for the millage to be .75 mills for ten years. Motion passed unanimously by roll call vote.

Motion by Marjorie Stonecypher, seconded by Donna Pope, to hold the millage election in August. Motion passed unanimously by roll call vote.

05. Several candidates have been interviewed for the library director position. A special meeting may be held to interview final possible selections.

**NEW BUSINESS:**

01. Motion by Donna Pope, seconded by Laura Oldt, to approve payment of \$20 for each board member to attend a Board of Trustees Workshop. Motion passed unanimously by roll call vote.

02. Books stored in the basement are being recycled. Some will be taken to Embrace Books on February 24, and Beth has contacted Booked For the Season in Grand Haven. They will take some of the books for re-sale and will give the library 30% of the sales from our books. In addition, some books will be saved for future book sales.

03. Ken and Beth have submitted budgets and programming ideas for summer reading programs. Motion by Donna Pope, seconded by Marjorie Stonecypher, to approve their requests for an amount not to exceed \$3,000. Motion passed unanimously by roll call vote.

04. The board will once again re-examine the idea of increasing handicapped accessibility using a stair-lift.

05. The next board meeting will be rescheduled for Wednesday, March 28, 2018.

06. Motion by Donna Pope, seconded by Marjorie to approve the Animal Restriction Policy. Motion passed unanimously by oral vote.

07. Discussion was held regarding the dates of the library's fiscal year. No decision was made.

08. Motion by Lorri Essenberg, seconded by Marjorie Stonecypher to hire Forrest Tax and Accounting Services to set up our Quick Books financial program to insure that it is audit-ready. Expense not to exceed \$325.00. Motion passed unanimously by roll call vote.

09. Motion by Lorri Essenberg, seconded by Marjorie Stonecypher, to authorize Joshua Datte to purchase and post the Michigan and Federal Labor Law notice as required by OSHA and EPPA. Motion passed unanimously by roll call vote.

Mary Weimer  
Secretary