

**Fruitport District Library
Board of Directors Meeting
April 25, 2018**

The meeting was called to order by chair Rose Dillon at 6:08 p.m. Present were Marjorie Stonecypher, Mary Weimer, Laura Oldt, Lorri Essenberg, and Joshua Datte. Board member Donna Pope was excused. Also present were Library Director Adam DeWitt, library staff member Erica Huyser, and Karla Brown.

The Friends of the Library are planning a book sale for Old Fashioned Days. The secretary's report was approved.

The treasurer reported checking deposits of \$104,739.15; withdrawals in the amount of \$11,334.32; and savings account interest of \$4.18.

Motion by Laura Oldt, seconded by Marjorie Stonecypher, to pay bills in the amount of \$13,380.43. Motion passed unanimously by roll call vote.

Old Business:

1. The emergency exit diagrams for the library have been done, and just need the approval of the public safety director before posting.

2. Excess books in the basement will be taken care of by May 5 so work on the basement floor can proceed.

New Business:

1. A survey is underway in-house and online to determine whether library patrons prefer Hoopla or Freegal.

2. Motion by Marjorie Stonecypher, seconded by Lorri Essenberg, to renew the Ploud subscription at \$200.00 per year as our website provider. Motion passed unanimously by roll call vote.

3. Motion by Laura Oldt, seconded by Lorri Essenberg, to approve the Cash Handling Policy. Motion passed unanimously by roll call vote. Cash handling procedures will be discussed at the next meeting.

4. Motion by Marjorie Stonecypher, seconded by Mary Weimer, to approve the Social Media Policy. Motion passed unanimously by roll call vote.

5. Motion by Marjorie Stonecypher, seconded by Laura Oldt, to authorize the library director to purchase a cash register at a cost not to exceed \$150.00. Motion passed unanimously by roll call vote.

6. Motion by Larua Oldt, seconded by Joshua Datte, to hire Erica Huyser as a permanent library assistant at \$13.00 per hour, not to exceed 30 hours per week, and subject to an annual review by the director. Motion passed unanimously by roll call vote.

Meeting adjourned at 8 p.m.

Mary Weimer
Secretary