

AGENDA

Hillsdale Community Library Board of Trustees
March 9, 2023 5 pm | HCL Meeting Room

I. CALL TO ORDER: 5:01 p.m.

II. ROLL CALL: Karen Hill (Acting President), George Allen (Member), Stephanie Myers (Member), Joshua Paladino (Secretary), and Jessica Spangler (Director).

III. APPROVAL OF AGENDA

- a. Paladino asked to put Visitors Comments on Agenda Items under numeral V and to insert Visitors Comments under numeral XII.
- b. Allen asked to strike "Election of officers will occur" from agenda item XIV, B, iii.
- c. Paladino motioned to approve all three changes. Allen seconded the motion. All in favor: 4-0.

IV. APPROVAL OF MINUTES

- A. . January 12th, 2023 board minutes were submitted and accepted. The board had agreed to accept them upon receipt of amendments as specified in the [February 9th, 2023 meeting minutes](#).
- B. February 9, 2023: Myers motioned to approve the minutes as written. Allen seconded the motion. All in favor: 4-0.

V. VISITOR COMMENTS ON AGENDA ITEMS

- A. No visitor comments.

VI. [EXPENSE AND REVENUE REPORT](#)

- A. Spangler discovered a payment error in the library's contract with Cengage that had occurred from 2018 to 2022. The find resulted in a \$1,649.52 refund.
- B. The library spent \$318.19 to rent a cherry picker and buy a tarp to put over facade damage caused by the ice storm.

VII. [CIRCULATION REPORT](#)

VIII. DIRECTOR'S REPORT

- A. [Program Stats](#)
 - a. Although the program stats show fewer Little Bookworm attendees in February (82) than in January (88), the library's closure due to the ice storm caused the small drop. By all indications, February's Little Bookworm attendance would have surpassed January's had operations proceeded as normal.
- B. 2023-2024 Budget Proposal was reviewed by finance. This will now go to council for approval.
- C. Applied for Dollar General's Literacy Grant.
 - a. The grant would provide \$1964 for wages, an assistant for the summer reading program, a domestic harmony gift bag project in partnership with the Great Start Collaborative, and for other incentives and prizes.
- D. Storm Damage Update.
 - a. Braman Roofing will repair facade damage for \$1,260.
- E. Staffing Update
 - a. Annette Littley extended her stay to help with staff shortages.
 - b. Littley trained Liz Cole before her departure.
 - c. David Kohli-Roberts left the library as well.
 - d. Andrea Gier started working for the library.

IX. COMMUNICATION

A. Woodlands Advisory Council Update

- a. The council will purchase Hoopla services for patrons that will include up to 5 ebooks, audio books, music albums, and films.

X. OLD BUSINESS

XI. NEW BUSINESS

A. Approval to open at noon on Wednesday, April 19 for Mental Health and Wellness: Library Workers Thriving in Uncertain Times Training Recording.

- B. Myers motioned to approve the request. Allen seconded the motion. All in favor: 4-0.

XII. VISITOR COMMENTS: Heather Lundahl, Jenny Halowin, Liz Webb, Linda Foghery, Tara Scott, Tim Voochies, Tracy Fowler, CJ Tongray, Sara Yacks, Laurie Andersen, Holly Carpenter, and Lindsey Faulke.

XIII. BOARD COMMENTS

XIV. FUTURE BUSINESS

A. Review Policy Manual (a couple policies at a time)

- a. The board took no action at this time.

B. Annual Meeting will be April 13, 2023 at 5pm

- a. Special guest speaker for trustee training.

- i. The board agreed to delay hosting a guest speaker until there are five members on the board.

- b. Annual Report will be presented.

XV. NEXT MEETING DATE: April 13, 2023 at 5 p.m.

XVI. ADJOURNMENT: Allen motioned to adjourn the meeting. Myers seconded the motion. All in favor: 4-0. The meeting adjourned at 7:05 p.m.