

Hillsdale Community Library
Board of Trustees Meeting
April 13th, 2023 at 5 p.m.

- I. Call to Order: 6:00 p.m.
- II. Roll Call: Karen Hill (Acting President), Stephanie Myers (Trustee), George Allen (Trustee), Joshua Paladino (Secretary), and Jessica Spangler (Director).
- III. Approval of Agenda
 - A. Allen motioned to approve the agenda. Myers seconded the motion. All in favor, 4-0.
- IV. Approval of Minutes for March 9, 2023
 - A. Myers motioned to approve the minutes with a correction on the spelling of "Braman Roofing." Allen seconded the motion. All in favor, 4-0.
- V. Visitor Comments: Maxine Vanlerberg, Ted Jansen, and Jack McClain.
- VI. [Expense and Revenue Report](#)
 - A. Under contractual services, line 801, \$410 came out: mice removal cost \$125, canva subscription cost \$119.99, and printer subscription cost \$165.28.
 - B. Repairs and maintenance: \$263 for roof and toilet repairs.
 - C. HCCF's reimbursement was a revenue line item discussed at the March meeting (funds went into 271-000.000-675.792). The expense for line item 271-792.000-726.001 (the 792 is important as 792 is the category for children's area and 790 is general library) in the amount of \$328.11 was for summer reading supplies that we applied for with the HCCF grant. We won't actually see the grant monies moved to line item 271-792.000-726.001 as the city doesn't make amendments for small dollar amounts such as this.
- VII. [Circulation Report](#)
 - A. Checkouts increased to 4,065, the highest month this calendar year.
 - B. Hoopla went live last month.
- VIII. Director's Report
 - A. [Program Stats](#)
 1. Little Bookworms had the highest attendance of any month at 148.
 - B. [July 2021 - June 2022 Annual Report](#)
 - C. Applied for Dollar General's [Youth Literacy Grant](#). The library applied for a \$2300 grant to purchase literacy backpacks from the Early Childhood Resource Center. Backpacks would be full of learning materials such as books, games, and puzzles geared towards ages 1-8.
 - D. Applied to receive copies of *Firekeeper's Daughter* by Angeline Boulley through Michigan Humanities' Great Michigan Read program.
 - E. The Program Coordinator read to Mary Randall students March 21, 2023.
 - F. The Library provided books for the different City departments to read to students at Gier for March's Reading Month. They read *Owl & Otter & the Big Yard Sale*.
 - G. The Library will open at noon April 19, 2023 for an in house training, closed May 2, 2023 for elections, and opening at noon May 9, 2023 for fire suppression repairs.
 - H. Update on Reconsideration Request
 1. Spangler requested that the board take action on the materials reconsideration request without rendering an individual decision. She

stated that the controversy surrounding the reconsideration request did not cause her to ask the board to render a decision. Instead, Spangler said she received a threat from a patron, which made her want to seek the board's guidance.

2. Allen motioned to let the board consider the matter without the director's review. Myers seconded the motion. All in favor: 4-0.
3. Allen motioned that the director reply to the complainant in writing, notifying the complainant that the board has voted to exempt her from offering an official opinion but that the complainant may still appeal to the Board. Myers seconded the motion. All in favor: 4-0.

IX. Communication

- A. Spangler turned in her self-evaluation. Once Hill has received evaluations from all board members by the end of April, she will compile an overall evaluation, which will be presented in May.

X. Old Business

XI. New Business

- A. Approval to switch from Johnson Controls to Premier Fire Protection for annual sprinkler system inspections - a savings of over \$400.
 1. [Premier Fire Protection Quote](#).
 2. Myers motioned to approve the quote. Allen seconded the motion. All in favor: 4-0.
- B. Discussion on "Coffee & Conversation" event with one rotating Board Member and the Director.
 1. Allen moved to institute this idea. Myers seconded the motion. All in favor: 4-0. Allen will join the first event in April or May, depending on availability.

XII. Board Comments

XIII. Future Business

- A. Review Policy Manual (a couple policies at a time).
- B. Upon Full 5 Person Board:
 1. Trustee Training
 2. Election of Officers

XIV. Next Meeting Date: May 11, 2023 at 5 p.m.

XV. Myers motioned to adjourn. Allen seconded the motion. All in favor: 4-0. Meeting adjourned at 6:11 p.m.