

MEETING MINUTES  
Hillsdale Community Library Board of Trustees  
September 14, 2023

- I. CALL TO ORDER 5:03pm
- II. ROLL CALL  
Present: Karen Hill (Trustee), George Allen (President), Joshua Paladino (Vice President), Laura Negus (Secretary)  
Tardy: Stephanie Stockford was absent at roll call; arrived at 5:19pm.
- III. APPROVAL OF AGENDA
  - A. Allen moved to add item C. "Material Purchasing Authorization" to section XI NEW BUSINESS. Paladino seconded the motion. The motion carried 4-0. All in favor.
  - B. Hill moved to strike item X.D "Revisions to the Bylaws". After brief discussion Hill withdrew the motion.
- IV. APPROVAL OF MINUTES of 8.10.23
  - A. Hill moved to approve the minutes as written. Negus seconded the motion. The motion carried 4-0. All in favor.
- V. VISITOR COMMENTS – no visitor comments
- VI. EXPENSE AND REVENUE REPORT – no discussion
- VII. CIRCULATION REPORT
  - A. No report to share for this month; Allen shared that (in the absence of a director) he does not have current circulation reports to share but is working on pulling those reports from the Verso system that HCL uses.
- VIII. DIRECTOR'S REPORT
  - A. Regarding program statistics, Hill praised Heidi for doing a great job with programming, particularly with the Little Bookworms program.
- IX. COMMUNICATION
  - A. Although there was no official communication from the Friends of the Library, Hill shared her notes from the Friends meeting 8.21.23:
    - i. The Friends regret that they are unable to apply for the Hillsdale County Community Foundation "Love Your Community" grant due to the lack of HCL director preventing them from accessing necessary data for the application.

- ii. The Friends are working on a canvas bag fundraiser as well as fall-themed t-shirt fundraiser.
- iii. The Friends reported that they hosted storytime at HCL between the end of summer reading and the start of school.
- iv. The Friends plan to address the problem of missing books at the library and hope to replace these titles.
- v. A graphic design intern was present at the Friends meeting to offer pro bono services to the Friends through helping with logos and other marketing materials.

X. OLD BUSINESS

A. Dollar General Youth Literacy Grant:

- i. Allen met with Heidi about the status of this grant. HCL applied for \$2300 in funding and were offered \$2000 to use for purchase of a maximum of 33 literacy backpacks from the Early Childhood Resource Center to serve ages 1-8. The goal of this program is to serve 100 unique patrons by May of 2024. Jessica Spangler (present in audience) added that with rising prices of the materials, the grant is unlikely to purchase all 33 proposed, but that HCL plans to purchase as many as possible with the funds.
- ii. After discussion Hill moved that the library accept the grant on condition of creating a subcommittee for the purpose of purchasing, forming cataloging policies, cataloging, and determining circulation policies for the items. Paladino seconded the motion. The motion carried 5-0.
- iii. After discussion about the subcommittee above, Allen moved to form a subcommittee of himself, Hill, and Heidi for the purposes listed above. Paladino seconded the motion. The motion carried 5-0.

B. Building Repairs

Allen has requested a building damage repair report from DPS and has had no reply yet.

C. Sprinkler Replacement

The board discussed the Premier Fire Protection quote for repairs to sprinklers at HCL. Allen moved to accept the quote. Negus seconded the motion. The motion carried 5-0.

D. Revision to the Bylaws

Allen explained that he has shared the bylaws revisions with both Negus, who has approved the revisions, and city attorney Lovinger who has not yet replied to said revisions. The board discussed whether it should also pursue counsel of a library legal expert in this matter, using the funds available through the Woodlands Cooperative.

XI. NEW BUSINESS

A. Director Applications

- i. Allen moved to accept remote interviews. Hill seconded the motion. The motion failed 0-5.
- ii. Allen restated a motion to accept remote interviews provided such interviews satisfy legal requirements of the Michigan Open Meetings Act. Stockford seconded the motion. The motion carried 5-0.
- iii. Allen moved to interview **Abigail Avery**. Hill seconded the motion. The motion carried 5-0.
- iv. Hill moved to interview **Rebekah Dobski**. Allen seconded the motion. The motion carried 5-0.
- v. Allen moved to interview **Diana Bauer-Grant**. Negus seconded the motion. The motion carried 4-0 with Allen, Negus, Paladino, and Stockford voting in favor, and Hill abstaining.
- vi. Paladino moved to interview Jessica Taylor. Allen seconded the motion. The motion failed 2-0 with Paladino and Allen voting in favor, and Hill, Negus, and Stockford abstaining.
- vii. Hill moved to interview **Hannah McFarland**. Stockford seconded the motion. The motion carried 5-0.
- viii. Negus moved to interview **Joyce Gendron**. Allen seconded the motion. The motion passed 3-2 with Allen, Negus, and Paladino voting in favor, and Hill and Stockford opposed.
- ix. Paladino moved to interview **Annie Gaston**. Stockford seconded the motion. The motion carried 5-0.
- x. The board discussed library interview questions and revisions thereof. Allen moved to proceed with using interview questions as amended in discussion. Stockford seconded the motion. The motion carried 5-0.

#### B. Locks Replacement

Laura Sergent suggests a unified locks system at HCL. She proposes consulting with DPS to get a quote to unify the locks. Spangler added that she (prior to resignation) had begun to look into updating the locks system to a keypad access system, which would be more expensive but also more convenient in a number of ways. Hill moved to get a quote from DPS. Stockford seconded the motion. The motion carried 5-0.

#### C. Materials Purchasing Authorization

Allen moved to be granted, in absence of a director, authorization to review and purchase items selected by library staff. Paladino seconded the motion. The motion carried 5-0.

## XII. BOARD COMMENTS

- A. Hill thanked Jessica Spangler for coming to the meeting to clarify some points of business and expressed her regret at Spangler's resignation, warmly praising her as an excellent director during her tenure.
- B. Paladino expressed his regret at Spangler's departure, thanked Allen for handling some of the director's duties in the interim, and thanked Heidi and the other staff for their good work.

- C. Stockford expressed sorrow at Spangler's departure and thanked for her service.
- D. Allen thanked Spangler for her directorship as well as all the staff for their good work.

XIII. NEXT MEETING DATE was set for Thursday, October 12 at 5pm.

XIV. At 6:30pm Stockford moved to adjourn the meeting. Paladino seconded the motion. The motion carried 5-0.