

MEETING MINUTES  
Hillsdale Community Library Board of Trustees  
October 10, 2024

- I. Call to Order: 5:00pm
- II. Roll Call
  - A. Present: George Allen (President), Rebekah Dobski (Library Director), Karen Hill (Trustee), Laura Negus (Secretary), Joshua Paladino (Vice President).  
Excused: Stephanie Stockford (Trustee).
  - B. Visitors to the meeting: Sara Yacks, Brianna Crall, Linda Fogarty
- III. Approval of [Agenda](#)
  - A. Hill moved to accept the meeting agenda as presented. Paladino seconded; the motion carried 4-0.
- IV. Approval of Minutes - [September 12, 2024](#). Paladino moved to accept minutes as presented. Negus seconded; the motion carried 4-0.
- V. Visitor Comments - No comments
- VI. Director's Report
  - A. Various comments from director Dobski:
    - 1. Circulation is down compared to previous months, except for children's materials. This trend is expected and due to school being in session.
    - 2. Young Adult materials are circulating well.
    - 3. Director Dobski plans to provide more book purchasing data in future meetings, but did not have any for today's meeting.
    - 4. Regarding penal fines and the Jefferson Township and Hillsdale Township contracts, director Dobski shared information she discovered through communications with the county. Although the HCL contract states that Jefferson Township allocates 100% of their penal fines to HCL, this is inaccurate. Dobski plans to investigate further in the case of both townships in order to provide accurate wording in the contracts with them. She also seeks to calculate the per capita cost of township patrons, penal fines aside. Allen wants to make sure the per capita contribution of the township patrons is not less than Hillsdale City citizens.
  - B. [Balance Sheet](#) - Dobski pointed out that there is still a (300.00) liability under Accounts Payable, same as last month. She investigated and discovered that this is the cost of the Michigan Library Association conference, which Dobski paid for, but which will not post until after the conference occurs.

C. Revenue and Expenditure Report-

1. Negus asked about expenditure line ending -750.000 Periodicals/Magazines, which the board has discussed in the past. Dobski explained that the \$301.00 expenditure is entirely for the Hillsdale Daily News.
2. Dobski pointed out that she has added the expenditure line ending -982.002 Books - Lost/Damaged so that these replacements will not come out of the main book budget.
3. Allen wondered about revenue line ending -411.000 Delinquent Taxes; do these refer to taxes that are late? Were they meant to be paid in a previous budget? The board thinks that is the case; Dobski will confirm.

D. Specific breakdowns of expenditure lines

As requested at last month's meeting, director Dobski provided the board with specific budget data for the Expenditure lines ending -801.000 Contractual Services, -802.000 Technical Services, and -850.000 Telephone. There followed light discussion of some items such as state aid and how frequently faxing services are used at HCL.

VII. Communications

A. Friends of the Library

1. There was no meeting last month due to parent teacher conferences in the city schools, however the Friends reported a plan to launch a fundraising by mail campaign beginning at the start of next year.

VIII. Old Business - no old business

IX. New Business - no new business

- X. Board Comments - Trustee Hill asked for an update on the outer doors. Dobski said nothing new to report, but there has been more communication with the contacts. Dobski also shared that G & G Glass assessed the broken window in the children's room and it will take 3-4 weeks to replace. Trustee Hill reported that her term on the Woodlands board ended last month. She enjoyed this service, especially the directors' meetings.

- XI. Adjournment- Trustee Hill moved to adjourn the meeting at 5:45 pm. Paladino seconded; the motion carried 4-0.

