

MEETING MINUTES
Hillsdale Community Library Board of Trustees
December 12, 2024

- I. Call to Order: 5:04pm
- II. Roll Call
 - A. Present: George Allen (President), Rebekah Dobski (Library Director), Karen Hill (Trustee), Laura Negus (Secretary), Jaminda Springer (Trustee). Excused: Joshua Paladino (Vice President)
 - B. Visitors to the meeting: Brianna Crall, Linda Fogarty
- III. Approval of [Agenda](#)
 - A. Trustee Hill moved to accept the meeting agenda as presented. Trustee Springer seconded; the motion carried 4-0.
- IV. Approval of Minutes -
 - A. [Minutes of November 14, 2024](#) - Trustee Hill moved to accept minutes as presented. Trustee Springer seconded; the motion carried 4-0.
- V. Visitor Comments - No comments
- VI. Director's Report
 - A. Various comments from director Dobski:
 1. Regarding an outside question brought to the director about books received by the library, Dobski explained that School Library Journal sends advanced reader copies of books on a quarterly basis as part of the subscription to their catalog and journal. These books are not circulated. Most are in Heidi's office, although sometimes Dobski leaves them in Little Free Libraries in town.
 2. Dobski explained the book ordering process in response to Trustee Springer's questions thereon. Dobski and Heidi both handpick the books, Dobski focuses on the New York Times bestseller lists. Ingram Content Group distributes the books and also provides reviews, top sellers, favorite author notices, etc. They also provide shelf-ready materials with barcodes, clear-plastic covers, and MARC records. Heidi frequently attends webinars to help with her collection development.
 3. Circulation and programming numbers were down this month, but expected since the library was closed 40 fewer hours than October due to holidays and elections.
 4. Bingo continues to be very popular and appears to be helpful for numeracy of the children. Also, Out of Print sent about \$150 worth of

prizes which have been a top pick especially for the older Bingo participants.

B. [Balance Sheet](#) - no comments

C. [Revenue and Expenditure Report-](#)

1. To benefit the 1000 Books Before Kindergarten initiative, HCL applied for a grant from HCCF on behalf of itself and its partner libraries of Jonesville and N. Adams. This application was chosen, and HCL expects to receive the grant by year end. These monies will appear under Other Revenue - Misc Grants.
2. Salina at DPS is reaching back out to Foulke about door repairs (regarding Capital Outlay line).
3. Dobski would like to adjust the meeting room budget line in future so that it is not relying so heavily on one entity (VitaTax) renting the rooms; this rental has decreased in scope year over year, so the budget should not rely on it.
4. Dobski would also like to modify and split the children's supply budget into supplies and programs, and to increase these amounts.

VII. Communications

- A. Friends of the Library - the Friends raised \$215 with a basket raffle set up near a local craft show.

VIII. Old Business - none

IX. New Business

- A. Library Computers Repair or Replacement - the board discussed this item last meeting not as an item of New Business; director Dobski wished to pursue a way to get all the computers up and running. There are now 8 out of 10 working, and she has decided to wait for the scheduled new computers to rectify the problem.
- B. Investment in HCCF Endowment Fund - The board discussed the possibility of placing investments in an HCCF Endowment Fund rather than the city investment account in order to possibly secure a higher return. Dobski is contacting the city finance director to obtain details of the investment returns and the possibility of moving to HCCF legally. HCL has one endowment fund at HCCF which could be added to; this account however only allows requests of 4% or less per year. More research is needed; the board requested regular statements in order to track the interest accumulated on investments.
- C. DVD Rentals - Dropping Rental Fee - this policy change went into effect at the end of November, same time as Hoopla was cancelled.
- D. Holiday Pay for Part-Time Staff - Dobski presented a rough draft of this policy for the board to peruse and discuss at the next meeting.

- X. Board Comments - Trustee Hill took pictures of the Garden Club holiday decorations to share on social media. Heidi set up a Giving Tree as part of the holiday decor. Hill also shared a scheme from a newsletter about a city that offers special half-day library programming to match the days schools hold half days, suggesting that HCL look into this as an idea.

- XI. Adjournment- Trustee Springer moved to adjourn the meeting at 6:47 pm. Hill seconded; the motion carried 4-0.