

**Community District Library Board of Trustees
Regular Board Meeting Minutes
Corunna Branch
January 31st, 2023**

Opening

The regular meeting of the Community District Library Board of Trustees was called to order at 4:02 p.m. on January 31st, by Board Chair, J. Bowers. Followed by the Pledge of Allegiance.

Present

Judy Bowers, Geraldine Hagadon, Elaine Prine, Patty Fraser, Maria Cuthbert and Mary Julian.

Absent: Karen Hornus, Ann Voorhies.

Also present: Jami Cromley

- **Approval of agenda:** Motion made by G. Hagadon, to approve the agenda, seconded E. Prine. Motion accepted.
- **Approval of minutes:** Motion made by G. Hagadon to approve the December 12th regular minutes, seconded by E. Prine. Motion accepted.
- **Approval of minutes:** Motion made by G. Hagadon to approve the December 14th regular minutes, seconded by E. Prine. Motion accepted.
- **Approval of payment of bills:** Motion to accept payment of the bills checks (#7970 - #8005) in the amount of \$34,569.58 made by G. Hagadon seconded by P. Fraser. Roll call. Motion accepted.
- **Approval of payment of bills:** Motion to accept payment of the bills checks (#8006 - #8033) in the amount of \$15,916.80 made by P. Fraser seconded by E. Prine. Roll call. Motion accepted.
- **Approval of the monthly budget report:** Motion made to approve December Budget Report made by G. Hagadon, seconded by P Fraser. Motion accepted.
- **Approval of the monthly budget report:** Motion made to approve January Budget Report made by G. Hagadon, seconded by E Prine. Motion accepted.

Citizen comments: None

Communications Received: None

Old Business:

- Motion to approve payment for the Verizon bill in the amount of \$ 2,590.27, from the Reserve Account was made by P. Fraser, seconded by G. Hagadon. Roll call. Motion accepted.
- Motion to approve payment for the Verizon bill in the amount of \$ 2,526.94, from the Reserve Account was made by G. Hagadon, seconded by E. Prine. Roll call. Motion accepted.
- Table Document Review Committee

New Business: None

Directors Report:

- Jami discussed the various meetings she has attended in January.
- The new phone and faxing system are installed and running. Staff discussed the pros and cons of each at the staff meeting. Overall it is working as expected.
- New printers were installed on 1/25 in Bancroft, Lennon, Morrice and New Lothrop. They seem to be more user friendly than the previous printers.
- John West is looking into new wireless access point at the branches.
- Jami is contacting an electrician to price out installing a few electrical outlets and wiring a TV for marketing programs.
- Jami is researching POS (Point of Sale) services to replace the Clover machine because the software is no longer being supported.
- A few staff members may be interested in offering Notary services to the public. Jami will find out more information.
- An updated library informational brochure is nearly complete.
- State Aid Report was submitted in early January.
- See programming calendar

Branch Updates: Many programs in the month of February. 2 food programs, a cupcake presentation with Jill Davis from the Food Network show, and Owosso Culinary Club. Taste The World with Teens, Lego Club, STEM Challenge, Savvy Plant Shopping, Seed Swapping, Valentine rreaths, crafts, coloring, story times and more.

Citizen Comments: None.

Board Comments: None

Adjournment: 4:43 p.m.

Recorded: J. Cromley