

**Community District Library Board of Trustees
Regular Board Meeting Minutes
Perry Branch**

February 23, 2022

Opening

The regular meeting of the Community District Library Board of Trustees was called to order at 7:02 p.m. on February 23, 2022, by Board Chair, J. Bowers. Followed by the Pledge of Allegiance.

Present

Judy Bowers, Geraldine Hagadon, Patty Fraser, Ann Voorhies, Maria Cuthbert, Elaine Prine and Marge Hamill.

Absent: Karen Hornus.

Also present: Jami Cromley, Linda Hudecek and Mike Tobias.

- **Approval of agenda:** Motion made by M. Hamill, to approve the updated agenda, with additions to new business, seconded A. Voorhies, motion accepted.
- **Approval of minutes:** Motion made by E. Prine to approve the January 26, 2022 regular minutes, seconded by G. Hagadon, motion accepted.
- **Approval of payment of bills:** Motion to accept payment of bills made by G. Hagadon (checks #7648-76) in the amount of \$ 14,429.69, seconded by J. Bowers. Roll call. Motion accepted.
- **Approval of the monthly budget report:** Motion to accept report dated February 2022, made by A. Voorhies and seconded by E. Prine. Motion accepted.

Citizen comments: None.

Communications Received: None.

Old Business:

- Oath of office for new board members Elaine Prine and Maria Cuthbert was conducted.
- Approval of the 2020-21 Audit with motion made by G. Hagadon, and seconded by A. Voories, motion accepted.
- The monthly Verizon statement to be paid from Reserve Funds, to be reimbursed with Emergency Connectivity Grant funds, motion made by G. Hagadon, and seconded by M. Hamill, roll call, motion accepted.
- Authorization for the removal of D. Lahman and replacing with A. Voorhies as a authorized signature for the Raymond James Account, motion made by M. Hamill, and seconded by G. Hagadon, motion accepted.
- A payment schedule for the J. Cody Construction company, who will be doing the renovations at the Perry branch, was discussed, with motion made by M. Hamill to approve \$19,715.00 for initial payment and \$4929 bi/weekly until

final payment when project is completed, seconded by P. Fraser, roll call, motion accepted.

- With the increase of supplies and labor costs, motion was made by A. Voorhies to add additional \$12,000.00 to the renovation budget if needed, seconded by G. Hagadon, roll call, motion accepted.
- The City of Perry will be renovating the front outside of the Perry Library and cost for the stonework product has increased and Jami is requesting for funds to cover the increased costs. Motion was made by M. Hamill to approve additional funds of \$1500.00 for that project, seconded by A. Voorhies, roll call, motion accepted.
- Health insurance for staff members who work above 35 hours a week is being proposed, at a cost of \$376.00 per month, after discussion, motion was made by M. Hamill to approve, seconded by P. Fraser, roll call 6 yea's, with 1 no, E. Prine, motion accepted.
- The software Tutor.com is an online portal that connects tutors with students who need help, and Jami would like to use M.M.L.C Technology Grant funds to purchase this, motion was made by G. Hagadon, seconded by M. Hamill, roll call, motion accepted.
- Purchase of an interactive play table for the Perry branch using O'Berry funds, was discussed, motion was made by G. Hagadon, to approve, seconded by P. Fraser, roll call, motion accepted.
- **New Business:** None.

Directors Report:

- A new staff member has been selected to be the Byron Branch Manager, Alyson Jacobs, is undergoing training and will assume those duties when training is completed.
- Jami has applied for the Digital Memory Lab grant that would provide technical service and devices for public to use to convert old photos, film, records into a digital format.
- Jami updated the board on the status of the court proceedings for the delinquent O'Berry funds.
- With the temporary closing of the Perry branch, the library will be adding the Friday and Saturday hours to the Morrice Branch schedule for the duration of renovation, to continue service to displaced patrons.
- The Adult Winter Reading program has had great success, patrons are enjoying the cozy prizes.
- A tour was given board members so they could see the before need for the extensive renovation plans for the Perry branch and visualize the final results.

Board Comments: None

Adjournment: 8:25 p.m.

Recorded: L. Hudecek