

# Petoskey District Library

## Board of Trustees Meeting Minutes July 28, 2022

### **Call to order at 5:00 by President Ann Ingles**

**Present:** Kim Block (Petoskey), Ann Ingles (Petoskey), Trevor Nelson (Petoskey), Mike Atchison (Petoskey), Amy Janssens (Petoskey), Isabel Dunn (Harbor Springs), and Val Meyerson (Petoskey) (Library Director). (Quorum requirements met)

**Agenda Approved:** No changes.

**Minutes Approved:** No changes.

**Bills Approved:** No changes. Amy asked about the two repair bills paid to David Hoffman and Steven Baird. Val explained they were for cleanup landscaping and annual carpet cleaning. Mike asked if the GHD bill for the website was paid in its entirety and Val said there are two more payments owed. Bills were approved.

**Public Comments:** None.

**Housing Presentation:** Andrea Jacobs from Housing North, a regional nonprofit supporting 21 districts and funded by philanthropic agencies and townships, presented to the board housing challenges and possible solutions for northern Michigan communities. Her job as Emmet County Housing Ready Program Director is to figure out what each community needs and wants for all their residents taking into account things like age, income, etc. The emphasis is on affordability. Some examples of projects in the works are 156 units (1-3 bedroom) in Bear Creek Township, 5 units above City Park Grill, and 50 low income units at Victory Square provided by the tribe (8 units for tribal members). They are working on zoning changes and supporting accessory dwellings and other creative solutions.

**Treasurer's Report:** Amy pointed out that this month showed lots of grant program funding. The Treasurer's report was approved.

**Board Members' Comments:** None

**Friends of the Petoskey Library (Mary Baxter):**

- The summer book sale started today. Books are \$1 and kids books are \$.25. Books go on sale Saturday for 2 books for \$1. The Women's Resource Center will take the leftover books.

**Director's Report (Val Meyerson):**

- The staff working on the website are done with the design at this point. Now each staff member is writing pages for the website which will be uploaded in October. Then there will be beta testing and tweaking followed by a December launch. The library app will launch soon.
  - Summer reading programs are going well.
  - Americans in the Holocaust exhibit is coming at the end of January. Val attended a refresher course and the committee meets in August.
  - Val will attend Bear Creek Township meetings moving forward. She has asked board members to

attend as well and asked for help in September and October.

**Board Members' Comments:**

- Amy is impressed by the kindness she witnessed of staff members, patrons, and library signage. She is also grateful for the new fax machines.
- Ann attended the trustee round table held at the Carnegie on July 14 from 1-3. She encouraged trustees to check out the United for Libraries website to find training videos.

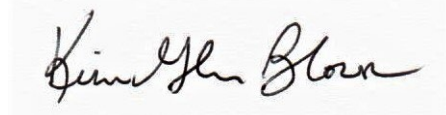
**Unfinished Business: None**

**New Business:**

- Zoom access- Discussion around providing zoom access for library meetings included ideas about distraction, lack of reliability, and ease for community members. A decision was made to take a break from zoom for three months and revisit the need at the October meeting.
- Computer and Internet Policy- The policy was accepted with the updated language.
- Capital Improvement Plan-
  - Val mentioned the Michigan State Historic Preservation Office Resilient Lakeshore Heritage Grant Program might be something to offset the cost of the project. They award \$30,000-100,000 for renovation projects. She is looking for help from the board to help complete the grant application by September.
  - Amy motioned to approve the capital improvement plan as presented. Trevor seconded it and it passed unanimously.
- 2023 Budget-
  - Val would like to keep services stable as we concentrate on the capital improvement plan. She is unsure what the revenue will be so she will decide on staff raises after she gets the information.
  - Val noted that we hit the target budget for materials, specifically books.
- 2022 Budget Amendment-
  - Due to staffing changes, added grants, post-inclusion of website contracted services and the capital improvement plan, and higher than anticipated snow removal charges, an amendment needs to be done.
  - The needed \$19,000 will come from the fund balance.
  - Kim motioned to accept the 2022 budget amendment as presented. Mike seconded the motion and the motion passed unanimously.

**Public Comments:** Nisa said she appreciates all the support the staff receives from Val, the board, and the Friends of the Library.

**Adjournment:** Ann adjourned the meeting at 6:24.



**Submitted by Kim Block, Secretary**