

## Petoskey District Library

### **Board of Trustees Meeting Minutes November 26, 2024**

Meeting called to order at 5:00 pm by President Kim Block

**Present:** Kim Block, Ann Ingles, Mike Atchison, Amy Janssens, Brady Olson (student), and Val Meyerson (Library Director). **Absent:** Trevor Nelson. Quorum requirements met.

**Agenda:** Approved by consensus.

**Public Comment:** Mary DuCharme from Alanson would like to show someone her daughter's website.

**Minutes from the October meeting:** approved by consensus.

**Approval of October bills:**

- Amy asked about the Today's Business Solutions expense. Val explained that this is for printing services.
- Approved by consensus.

**Financial Statement review:** No questions.

**Friends of the Library report:** Sue Moffet from the FOL board presented on behalf of the Friends.

- They have been preparing for the Candy Cane Village and book giveaway at the Downtown open house
- They have picked up some new board members and have added members to the Fundraising committee.

**Director's report:** Val referred the board to her written report, which was provided in advance of the meeting, and highlighted the following:

- Val found out yesterday that we were awarded the grant from the PHSACF for pods upstairs.
- Val summarized the need for a new roof. The board asked a few clarifying questions..
- NCMC is moving their Tuesday/Thursday playgroup to the library.
- The board strategic planning retreat will be January 24th, 2025 from 12:30 - 4:30 pm.
- Kim asked about the proposal to issue cards to all Petoskey School students and possible additional digital checkout expense.
  - Brady suggested piloting in one school to start.
  - Amy asked about the parental oversight of the student library cards.
- Board discussed the checkout delinquency dangers of having too many cards in one family.

**Comments / Questions from Township representatives:**

- Joe Hoffman from Bear Creek: Suggested putting plastic over the insulation to catch the water leaking from the roof.

**Board Comments:**

- Amy complimented Val on her involvement in many library-related groups and expressed her appreciation for all the outreach programs.
- Kim and Ann both expressed their appreciation for the detailed reports provided by staff members who attend conferences.

**Unfinished Business:**

- **Part-time sick leave policy**
  - Val has conferred with the City to align our policy with theirs.
  - Val referred the board to the material provided in the board packet and pointed out the key provisions, including the newly-added 3-day bereavement leave for miscarriages.
  - Amy moved to approve the new policy. Ann seconded. Vote taken. Passed unanimously.

**New Business:**

- **2025 Meeting Schedule**
  - The board discussed working around spring break and agreed to set that meeting for Tuesday March 18th.
  - Mike moved to approve the meeting schedule as amended. Ann seconded. Vote taken. Passed unanimously..
- **2025 Library Closure Dates:**
  - No discussion. Ann moved to approve. Amy seconded. Vote taken. Passed unanimously.

**Public Comment:** None.

**Presentation of Library User Survey Results:** Val presented the results to the board and audience members.

**Presentation of Website Accessibility Findings and Recommendations by U of M Students:** The team of students made a very impressive and thorough presentation to the board. They have left Val with a detailed report and list of recommended changes. The board expressed their appreciation to the students.

**Adjournment:** Meeting adjourned at 6:38 pm by Kim Block

Submitted by Mike Atchison, Secretary