**Alvah N. Belding Memorial Library**

302 East Main Street, Belding Michigan 48809

 **Regular Meeting of the Alvah N. Belding Library Board**

**Library Board Minutes from February 22, 2021**

**Library Board Members Present:** Kathy Lehman, David Riches, Carla Gunderson, Jan Lamborne

**Director:** Britney Dillon

**City Council Liaison:** Bonita Steele, absent

**Guests Present:** None

1. **Call to Order and Roll Call:** Meeting was called to order by Kathy Lehman at 5:36 and roll was called.

Kathy Lehman made a motion to approve Annette Viser’s absence and was supported by David Riches.

1. **Approval of the Agenda:**  A motion was made by Carla Gunderson and supported by

Kathy Lehman to accept the agenda as presented. Roll called and motion carried.

1. **Approval of the Minutes:**

 A motion was made by Carla Gunderson and supported by Kathy Lehman to approve the

 January minutes. Roll was called and the motion passed.

1. **Public Comment:** None
2. **Library Reports:** Director’s Report, Youth Services Report, Circulation Report, Donations Report and Monthly Financial Report were all reviewed. These reports were received for filing.

a. **Comments on Reports:**

Carla Gunderson’s question was answered by Britney Dillon as to why 2 books were chosen for **On the**

**Same Page 2021.**

Britney is astounded by all the views on YouTube & Facebook for the Youth Services program.

Amanda Wilson’s last week will be next week however, Amanda will continue to make videos for a new program she created called: **Miss Amanda tries** until the position is filled.

 Emily Wardell will make the **Make & Take kits** for patrons to pick up.

 Britney is pleased with the digital numbers and the Hoopla report. It is continuing to grow and is a

 checkout, pay upfront program.

 Britney will be meeting with the librarian from Woodview Elementary School to set up digital numbers

 so students will be able to check out books from the library.

 Zack will be out for 2 weeks but will work from home for the Summer Beanstack program when his

 W ife has their baby.

 Financial report discussion – there are hard copies at the library for paid bills.

 Donations report discussion – Britney will contact Vogue’s go get a quote for the Program Room

 flooring. Depending on the funds in the account, it might be possible to do the Children’s room also.

 There is a bookshelf that needs to come out and old chairs need to be sold.

1. **Notice of Paid Bills:**

A motion was made by Kathy Lehman and supported by Carla Gunderson to pay the bills for January, 2021. Roll was called and the motion passed.

* 1. **Comments on bills:**

Discussion by David Riches about Fire Pro. Britney said we are scheduled for hardware technicians

as soon as they can get us in.

Britney Dillon’s dad will put another coat on the metal ramp in the spring, however, the de-icing spray has been working very well to keep the ramp safe.

1. **Communication and Correspondence:**  Betty’s Notes
2. **Unfinished Business:**
	1. Third-Party Agreement – Britney Dillon gave us an update in her Director’s Report.

John Niemela is willing to come to our March meeting to answer any questions we have.

There was some discussion about the third-party agreement.

\*\*Please review the Third-Party Agreement before our March 22nd meeting.\*\*\*

Notes on calendar dates: December 13th, May 24th, & no meeting in July.

A motion was made by Kathy Lehman to accept the calendar with changes and David Riches

supported. Roll called and motion passed.

1. **New Business:**
	1. Phased Reopening

March 1 Phase 3 to begin

Discussion about opening and the phases.

Curbside will continue to be available.

* 1. Summer Reading Kickoff will be the first Saturday in June
	2. Budget has gone down due to Covid-19.

There has been a dip in penal fine revenue

This year we seem to be more on track with the budget.

Extra dollars have been spent on new materials.

Excessive anonymous donations helped the budget.

343 is under what we had in tax revenue last year.

665 Nuckols Fund discussion

Travel budget & Education revenue were reappropriated for PPE supplies and departmental

 supplies.

Proposed budget with amendments

David Riches made a motion to amend the budget, it was supported by Carla Gunderson. Roll

called and motion passed.

The 2021-22 budget will be presented at the March meeting.

10. **Public Comment:** None

11. **Trustee Comments:**

* 1. **Annette Visser:** Absent
	2. **Carla Gunderson:** No comment.
	3. **David Riches:** No comment
	4. **Jan Lamborne:** No comment.
	5. **Kathy Lehman:** She was wondering about the downstairs mural. Britney Dillon made contact

 work should resume in the spring.

12**.** **Motion to adjourn** was made by Kathy Lehman and seconded by Carla Gunderson.

 At 6:52 p.m.. Roll was called and the motion passed.

Respectfully submitted,

Janice Lamborne

Library Board of Trustees Secretary