**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 May 24, 2021**

**Library Board Members Present:** Carla Gunderson, Jan Lamborne, Annette Visser, Kathy Lehman,

David Riches

**Director:** Britney Dillon

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

**Guests Present:** Jim Mason, Therese Schrauben, Sherri Hughes

1. **Call to Order and Roll Call:** Meeting was called to order by Kathy Lehman at 5:30 and roll was called.
2. **Approval of the Agenda:**  A motion was made by Kathy Lehman and supported by Annette Visser to accept the agenda as presented. Roll called and motion carried.

1. **Approval of the Minutes:**

 A motion was made by Kathy Lehman and supported by Annette Visser to approve the

 April 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.

* 1. **Comments on Reports**

Britney Dillon announced that Barbara Root and Betsy Garter are our Youth Team.

Barbara Root will work Monday & Friday mornings until school is out.

Betsy Garter had story time with 2nd graders at the museum. She has been working on videos for June.

Youth Services videos are doing very well. Tasty Tuesday and Steam Time are some of the offerings.

There was some discussion about encouraging summer reading on the Positively Belding site.

The Summer Reading Program kick-off is scheduled for Monday, June 7, 2021 for children of all ages, as well as adults.

The number of check-outs for books jumped up when we started opening for more hours. The new internet sessions currently don’t record the number of internet wireless users.

Kathy Lehman inquired about buildiing steps on the side of the building. There is a long-term plan. The ramp was donated and it will stay in place per MI handicap access.

Materials purchased from donation money were for youth materials and leveled readers.

1. **Notice of Paid Bills:**

A motion was made by Annette Visser and supported by Carla Gunderson to pay the bills for April, 2021. Roll was called and the motion passed.

* 1. **Comments on bills:**

 None

1. **Communication and Correspondence:**

Betty Jenkins newspaper articles

1. **Unfinished Business:**

We are in Phase 4 of the Covid Opening. This began on April 4, 2021.

Britney Dillon announced that the library is looking at September 7, 2021, as a back to normal business day for in-person programing. She said the library must follow the State Mandate for guidance for opening. The mask mandate will be lifted on July 1, 2021 for everyone who is vaccinated.

Curbside has slowed down some. Betty is still delivering books to patrons unable to come to the library. She keeps track of her milage.

Currently: Meetings are able to accommodate 25-30 people. The capacity of indoor activities is 50. The State Mandate expires on October 1, 2021.

Currently library hours are:

Monday 9-8

Tuesday, Wednesday & Thursday 9-5

Friday 9-12 Curbside only

A motion was made by Annette Visser and seconded by Kathy Lehman. The motion stated that on Tuesday,

June 1st the library would be open on Wednesday evening until 8:00 and on Friday from 9-5. Roll was called

and the motion passed.

As of June 1, 2021, the library hours will be:

Monday and Wednesday 9-8

Tuesday, Thursday, and Friday 9-5

1. **New Business:**

Currently part time employees receive 2 personal days. Britney Dillon proposed giving part -time employees vacation time. There was some discussion that followed.

A motion was made by Kathy Lehman and seconded by Carla Gunderson to give part-time employees vacation time addressed in 2.10c, the scale is found in that same section of the Employee Handbook. Roll was called and the motion passed.

There was also some discussion about giving two mental health days for part-time (3.25), full-time (6.50) and salaried employees (8.0).

A motion was made by Kathy Lehman and seconded by Carla Gunderson to give employees two mental health days per calendar year, with the change in language to state that there is no carry over to the next calendar year and that mental health days may not be turned into sick days. This is addressed in 2.5i. Rolled was called and the motion passed. Yeas: Carla Gunderson, Annette Visser & Jan Lamborne. Nays: David Riches and Kathy Lehman

A motion was made by Annette Visser and supported by Carla Gunderson to table the 2021 Staff Bonus Proposal until June. Yeas: Carla Gunderson, David Riches, Annette Visser and Jan Lamborne. Nahs: Kathy Lehman.

1. **Public Comment:**

Jim Mason, President of Friends of the Library was present to give an update about the Friends.

The April Book Sale was cancelled due to Covid.

Current Members:

51 members

59 Lifetime members

28 Individaul members

7 Businesses

April 14, 2021 The Friends treasury - $500.00 in account**.** The Friends give a % of money back to the library.

Usually, the 3rd week of September is National Friends of the Library Week.

October 18-23, 2021 - Book Sale

October 13, 2021 – Annual Meeting

June 19, 2021 is the next meeting for the Friends. They will discuss the Beatnik Bazaar and the possibility of having a Book Sale – possibly paperbacks in August.

The Annual Candlelight event is currently scheduled for the Monday after Thanksgiving.

11. **Trustee Comments:**

1. **Annette Visser:** The Book Club is really struggling. They will meet in June at Therese Schrauben’s home.

**b. Carla Gunderson:** None

**c. David Riches:** The storage shed looks good.

d. **Jan Lamborne:** None

 **e. Kathy Lehman:** I appreciate when everyone is here.

12**.** **Motion to adjourn** at 6:40 p.m. was made by Carla Gunderson and seconded by Kathy Lehman.Roll was

 called and motion passed.

Respectfully submitted,

Janice Lamborne

Library Board of Trustees Secretary