

Spring Lake District Library Board Minutes

December 20, 2023

Present and voting: Mary Eagin, Skylar Garrison, Bonnie Suchecki, David Takitaki

Also present: Maggie McKeithan, Library Director; Amanda Rantanen, Business Manager

Absent: Carolyn Boersma, Gordon Gallagher, Mark Powers

The meeting was held in person at the Spring Lake District Library

The meeting was called to order at 10:02 a.m. by Mary Eagin

Motion to approve the agenda, made by Skylar Garrison and supported by David Takitaki. The motion was approved unanimously.

Public Comment:

Dennis Devlin lives next door to the library and wanted the Board to know that the new light on his side of the building is NOT acceptable! It shines in their bedroom all night long. He has addressed this with Maggie and the Village of Spring Lake. In the past, the outside light turned off from 10 p.m. to 6 a.m. He asked the Board to address this issue – indicating that the SLDL has 14 days to resolve this.

Maggie explained that the Sheriff's Department safety audit recommended a light on that side of the building – that is always on low (10%) and then increases if there is motion. We have removed the 4 lights that were on that side, and replaced them with one light. The electrician has tested the light and it is working as indicated. Maggie indicates that, at the recommendation of the electrician, we have ordered a "shield" that should direct the light downward. It will be installed as soon as it arrives. If that doesn't work, we will continue to pursue options – including continuing to work on the programming of the light, which has been a bit challenging, or replacing the light if necessary.

Motion to approve the minutes of the November 15, 2023 Board meeting and November 29, 2023 special meeting was made by made by Skylar Garrison and supported by David Takitaki. The motion was approved unanimously.

Motion made by made by Bonnie Suchecki and supported by Skylar Garrison **to accept the financial reports from November 2023 and approve the payment of bills**. The motion was approved unanimously.

Director's Report:

Maggie reviewed her written Director's Report. Additionally, she noted:

- The Friends of SLDL had a Jigsaw Puzzle Fundraiser and raised \$700. Already discussing making this an annual event! The Friends also raised \$649 from apparel / tote bag sales.
- Harbor Transit has made a change in the way rides request and pay for rides. Requests must be made on the app with a credit card on file. We have patrons who come to the front desk and ask to request a ride home. SLDL staff are using the SLDL phone but this means that SLDL is paying for it. It was suggested that we allocate \$500 from the programming budget to cover this cost. It was also suggested that that we have a "BUS Bank" at the front desk, which would allow patrons to donate to cover the cost (either the patron requesting a ride, or others)

Building Refresh:

Motion was made by Mary Eagin and supported by Skylar Garrison **to select the National Grin Table with Knife Edge in walnut finish with glides, and the Grand Rapids Chair Co. Sigsbee Chair with cushioned seat and wood back. 30 chairs will be ordered. Chair color should coordinate with tables.** The motion was approved unanimously.

Motion was made by Skylar Garrison and supported by Bonnie Suchecki **to approve the mural design for the children's stage area designed by Christina Hutton. It was recommended that the sail be all white, or include the teal stripes.** The motion was approved unanimously.

Motion made by made by David Takitaki and supported by Skylar Garrison **to approved Bulletin #4 at a cost of \$500.** The motion was approved unanimously.

Motion was made by Skylar Garrison and supported by Bonnie Suchecki **to approve Bulletin #5 allowing Maggie discretion on the details.** The motion was approved unanimously.

Old Business: None

New Business:

Motion was made by Bonnie Suchecki and supported by David Takitaki **to approve the recommended budget amendment to the 2023 SLD Budget – including operating transfers out of \$87,511.44.** The motion was approved unanimously.

Motion was made by Bonnie Suchecki and supported by David Takitaki **to approve the Property and Liability Insurance renewal for 2024.** The motion was approved unanimously.

Motion made by made by David Takitaki and supported by Skylar Garrison **to approve the 2024 Salary Schedule, which includes a 5.1% COLA adjustment.** The motion was approved unanimously.

Public Comment:

Ken Willison wanted to note and compliment the student volunteers to came to the Friends Jigsaw Puzzle Fundraiser and helped throughout the day! He recommended that the library remember to reach out to the schools when volunteers are needed.

Meeting was adjourned at 11:50 a.m.

Respectfully submitted,

Mary Eagin, Secretary