

## Spring Lake District Library Board Minutes

September 16, 2019

Present: Peter Sherwood, Joan Board, Mary Eagin, Christine Burns, Gordon Gallagher, John Nash, Mark Powers

Also present: Maggie McKeithan, Library Director.

Guest: Carol Dawe, Lakeland Library Cooperative

The meeting was called to order at 4:03 p.m. by President, Peter Sherwood.

Motion to Approve the agenda made by Chris Burns, and supported by Joan Board. The motion was approved.

Motion by Joan Board, and supported by Gordon Gallagher, to approve the minutes of the August 16, 2019 and accept the Finance Committee Minutes from 8-28-2019 and 9-4-2019. The motion was approved.

Motion by Gordon Gallagher and supported by Joan Board, to accept the financial reports from August 2019 and approved the payment of bills. Motion was approved.

Director's Report - Maggie presented a written report, with the following additional comments:

- Maggie noted that she would like to create a new Narcan Policy which would allow staff to administer Narcan to a patron who is experiencing the effects of an opioid overdose. New legislation has protected a lay person who administers Narcan from legal liability. Maggie has secured some Narcan at no cost and will be including Narcan training in the staff training that will take place in October.
- Maggie noted that libraries sometimes have a problem with bed bugs brought into the library on items returned from patrons. SLDL partnered with Loutit to have a screening done of both libraries by dogs who sniff out "bed bugs". SLDL was clear of bed bugs but Maggie has purchased a special piece of equipment that will heat books to rid them of bed bugs, should any be found.
- Maggie has continued to research the remediation of the roof rust. The quote is \$4300. She has inquired with the insurance company and will be filing a claim. She will get the repair work done before winter.
- Maggie noted that the Friends of SLDL have funded a large portion of the cost of the DVD collection and has also received the rental fees. In recent years, there continue to be fewer rentals and therefore the income has continued to decrease. The Friends of SLDL has decided to discontinue funding of the DVD collection as of January 1, 2020. They also noted support for removal of the rental fees – but the Board will have to consider that at a later time. It was noted that Loutit does not charge for DVD rental.
- Maggie reported that we have received the grant for 10 hotspots, along with other local libraries. There will be a meeting relevant to that grant next week, where they will discuss the policies that will be necessary for the use of the hotspots.

There was no Old Business on the agenda.

New Business:

Peter Sherwood discussed the need to create a Millage Committee. Maggie noted that Shirley Buursema indicated that there should be 6 – 8 people on the committee, and at most 2 of them can be Board Members – The Board President should NOT be on the committee. It was suggested the one member be from the Grand Haven Area Community Foundation, the other 3 being citizens from the Village of Spring Lake and Spring Lake Township. Peter asked that Board members come to the October meeting with names of people to recommend to form the Millage Committee.

Discussion was held on the Finance Committee recommendation of the 2020 budget and the Millage Resolution to support the budget.

Maggie presented some initial information on the development of a Technology Plan. Discussion was held on initial thoughts about the work. Chris Burns noted that the Village and Township do not have their own Computer Servers and use the Ottawa County server through the fiber optic line, at a considerable cost savings.

Motion by Chris Burns and supported by Joan Board to open the Public Hearing on the proposed 2020 Budget at 5:00 p.m. Motion approved.

Further discussion was held on the 2020 budget and the proposed Millage Rate.

Motion by Joan Board and supported by Chris Burns to close the Public Hearing Budget at 5:05 p.m. Motion approved.

Motion by John Nash and supported by Joan Board to approve the Resolution to Adopt the 2020 Budget and Set the Millage Rate. Roll call Vote:

Ayes: Peter Sherwood, Joan Board, Mary Eagin, Christine Burns, Gordon Gallagher, John Nash, Mark Powers

Nays: None

Motion by Joan Board and supported by Chris Burns to adjourn the meeting. The motion was approved. The meeting was adjourned at 5:30 p.m.

Respectfully submitted,

Mary Eagin, Secretary