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Spring Lake District Library Board Minutes
November 20, 2020

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Present: John Nash - in Spring Lake, MI; Mark Powers – in Spring Lake, MI; Mary Eagin – in Spring Lake, MI, Christine Burns – in Rotunda West, FL; Peter Sherwood – in Spring Lake, MI; Gordon Gallagher – in Spring Lake, MI

Also present: Maggie McKeithan, Library Director; Amanda Rantanen, Business Manager both at the SLDL in Spring Lake, MI

Absent: Joan Boand

** NOTE that due to continued caution about the number of people in the library during the COVID-19 Pandemic – a virtual meeting was held using ZOOM.

The meeting was called to order at 10:09 a.m. by President, John Nash

Motion to approve the agenda made by Peter Sherwood, and supported by Mary Eagin. A Roll Call vote was taken. Burns – yes, Eagin – yes, Gallagher – yes, Powers – yes, Sherwood – yes, Nash – yes. The motion was approved unanimously.

Motion to approve the minutes of the October 16, 2020 meeting was made by Chris Burns and supported by Peter Sherwood. A Roll Call vote was taken. Burns – yes, Eagin – yes, Gallagher – yes, Powers – yes, Sherwood – yes, Nash – yes. The motion was approved unanimously.

Motion made by Chris Burns and supported by Gordon Gallagher**, to accept the financial reports from October 2020 and approved the payment of bills.** A Roll Call vote was taken. Burns – yes, Eagin – yes, Gallagher – yes, Powers – yes, Sherwood – yes, Nash – yes. The motion was approved unanimously.

Director's Report:

Maggie reviewed her written Director's Report noting that additionally:

- The library is currently closed, and most Lakeland Libraries are moving to curbside/lobby pick-up. SLDL will move to lobby pickup on November 30. Maggie noted that the hours will be 10 a.m. – 6 p.m.
- The library will be closed on Saturday, December 2
- A staff member was terminated this week, with cause. The situation was reviewed with the personnel committee prior to the termination.

Personnel Committee Report:

The personnel committee has twice in the past month. Chris Burns reported:
- The committee requested information on options for staff health care benefits
- With the library closed for 3 weeks, staff pay will return to the COVID pay policy adopted this spring.
- Salaries need to be reviewed. Maggie has 3 bids for salary studies and will contract for that to be done to assist with the salary review.
- The committee requested quotes on Worker's Compensation. Those will be presented at the December meeting.

Old Business:

There was no old business

New Business:

Motion made by Gordon Gallagher and supported by Chris Burns **to accept the bid from Wolverine Construction to install the new Automated Book Check-In equipment and repair the brickwork where the old book drops were located, as necesaary.** A Roll Call vote was taken. Burns – yes, Eagin – yes, Gallagher – yes, Powers – yes, Sherwood – yes, Nash – yes. The motion was approved unanimously.

Motion by Chris Burns and supported by Mark Powers **to accept the bid from Vredeveld Heffner to provide audit services for the 5-years 2020 – 2024.** A Roll Call vote was taken. Burns – yes, Eagin – yes, Gallagher – yes, Powers – yes, Sherwood – yes, Nash – yes. The motion was approved unanimously.

Motion by Chris Burns and supported by Peter Sherwood **to move the employee health insurance to BCBS - ML Health Pool with an 85 / 15 split. The three employees who will pay more will receive compensation to "bridge the gap" for 2021.** A Roll Call vote was taken. Burns – yes, Eagin – yes, Gallagher – yes, Powers – yes, Sherwood – yes, Nash – yes. The motion was approved unanimously.

The changes to the MERS Defined Benefit Plan were reviewed. **Motion** by Mary Eagin and supported by Chris Burns **to adopt the MERS Defined Benefit Plan Adoption Agreement Addendum.** A Roll Call vote was taken. Burns – yes, Eagin – yes, Gallagher – yes, Powers – yes, Sherwood – no, Nash – no. The motion was approved.

Motion by Gordon Gallagher and supported by Peter Sherwood **to adjourn the meeting at 11:36 a.m.** Motion was approved.

Respectfully submitted,

Mary Eagin, Secretary