

Spring Lake District Library Board Minutes
March 15, 2019

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

Also present: Claire Sheridan, Library Director.

Absent: John Nash

The meeting was called to order at 10:30 a.m. by President, Peter Sherwood.

Addition of agenda item New Business e) Waiving Fines for all Youth Materials and moving the audit to item f
Motion to Approve the revised Agenda made by Joan Board, and supported by Gordon Gallagher. The motion was approved.

Motion by Chris Burns, support by Joan Board, to approve the minutes of the February 15, 2019 regular meeting. The motion was approved.

Motion by Gordon Gallagher, and supported by Joan Board, to accept the financial report and approve the payment of bills. The motion was approved. Chris Burns asked if the Check Register could be sent with the Board Packet in advance, to alleviate the need to review them at the meeting, with the understanding that if additional checks need to be approved that a short list could be distributed at the meeting.

Claire Sheridan gave her last Director's Report. Lakeland Library Cooperative will begin automatic renewal of materials beginning April 1 as a convenience to patrons. Claire also noted that some local libraries are now offering Mobile Hotspots for check-out. She noted that there may be an LSTA grant to assist with the cost of this service.

Discussion on the Board Conflict of Interest Policy was deferred to the April meeting.

Motion by Chris Burns, and supported by Joan Board to approve the new Security Camera Policy and approve the contract with SecurAlarm to provide additional storage of video from the cameras (to allow for 60 days storage as required by law) at a cost of \$1596 plus the additional cost to the library of signage to indicate Security Cameras in use. Motion was approved. Mark Powers recommended that we pursue information on the cost of installing outdoor security cameras.

Motion by Mark Powers and supported by Chris Burns to approve the contract with Gordon Painting for the pressure washing and painting of the dumpster area and west fence. Motion was approved.

Chris Burns noted the need to review the Purchasing Policy which would authorize the Director to approve appropriate contracts without waiting for Board approval.

Discussion was held on the transition of Library Directors in the coming weeks. It was noted that a Retirement Celebration will be held on Thursday, March 28, 2019 from 4 – 6 p.m. for Claire Sheridan. Invitations will be distributed, and a Press Release sent to the local paper.

Motion by Gordon Gallagher and supported by Chris Burns to request the full grant distribution from the Spring Lake Library Endowment Fund held at the Grand Haven Area Community Foundation. Motion was approved.

Motion by Chris Burns, and supported by Joan Board to approve a new policy to waive fines on Youth Materials with the start date to be determined in conjunction with Lakeland Library Cooperative staff. Motion was approved.

The 2018 Audit was presented by Kim Lindsay of Rehmann Robson. The Spring Lake District Library received a "clean" audit for 2018. Motion by Gordon Gallagher, and supported by Joan Board, to accept the results of the 2018 audit. Motion was approved.

Motion by Joan Board and supported by Gordon Gallagher to adjourn the meeting. The motion was approved. The meeting was adjourned at 11:50 a.m.

Respectfully submitted,

Mary Eagin, Secretary