

# Spring Lake District Library Board Minutes

## March 15, 2023

Present: Carolyn Boersma, Christine Burns, Mary Eagin, Gordon Gallagher

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

Absent: Skylar Garrison, Bonnie Suchecki, David Takitaki

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

**The meeting was called to order** at 10:02 a.m. by Board President Gordon Gallagher

**Motion to approve the agenda**, made by Chris Burns and supported by Carolyn Boersma. The motion was approved unanimously.

**No public comment.**

**Motion to approve the minutes of the February 15, 2023 meeting** was made by Chris Burns and supported by Carolyn Boersma. The motion was approved unanimously.

**Motion** made by made by Chris Burns and supported by Carolyn Boersma **to accept the financial reports from February 2023 and approve the payment of bills.** The motion was approved unanimously.

### **Director's Report:**

Maggie reviewed her written Director's Report. She also reported on the monthly statistics.

### **Building Refresh:**

Maggie's focus this month is on grant applications for funding of the project.

### **Old Business:**

**Motion** made by Chris Burns and supported by Carolyn Boersma **to accept the new quote from Hurst Mechanical dated 3-1-2023 to replace the outdoor lighting on the building at a cost of \$29,499.61.** Motion was approved unanimously.

The Meeting Room Policy was reviewed again, and tabled until next month.

**Motion** made by Mary Eagin and supported by Chris Burns **to approve the Request for Reconsideration Procedure.** Motion was approved unanimously.

### **New Business:**

**Motion** by Chris Burns and supported by Mary Eagin **to approve the Recommendation for Grant Distribution from the Grand Haven Area Community Foundation - Spring Lake District Library Endowment Fund in the amount of \$130,068 to the Spring Lake District Library.** Motion was approved unanimously.

**Motion** made by made by Chris Burns and supported by Carolyn Boersma **to approve the quote from Hedrick to replace the Leibert server battery back-up at a cost of \$8287.** Motion was approved unanimously.

A revision to the Employee Handbook was presented to the board after considerable work by the Personnel Committee. **Motion** made by made by Chris Burns and supported by Carolyn Boersma **to receive the Employee Handbook draft and request that it be sent to the attorney for final review.** Motion was approved unanimously.

**Motion to adjourn at 10:55 a.m.** made by Mary Eagin and supported by Chris Burns. The motion was approved unanimously.

Respectfully submitted,

Mary Eagin, Secretary