

Spring Lake District Library Board Minutes

January 15, 2025

Present and voting: Maria Boersma, Sheri Boon, Laurie Draeger, Mary Eagin, Gordon Gallagher, Mark Powers

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

Absent: Skylar Garrison

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

The meeting was called to order at 2:02 p.m. by Gordon Gallagher

Gordon introduced Maria Boersma as a new Board Member.

Motion to approve the agenda, made by Laurie Draeger and supported by Mark Powers. The motion was approved unanimously.

Public Comment: None

Motion to approve the minutes of the December 18, 2024 Board meeting was made by Mark Powers and supported by Laurie Draeger. The motion was approved unanimously.

Motion made by Mark Powers and supported by Sheri Boon **to accept the financial reports from December 2024 and approve the payment of bills.** The motion was approved unanimously.

Director's Report:

Maggie reviewed her report as printed in the Board Packet and reviewed the year end statistics – noting that library use is up over previous years, especially when we consider that we were in the “mini-library” for a few months during the Refresh!

Personnel Committee:

The personnel committee met this month – no action items brought to the Board.

Old Business:

Maggie noted that bids are out for architects for the Library Exterior Project – which includes renovation of the drive-thru area. A donor has made a commitment to help with the cost of the renovations. A meeting will be held on January 27, 2025 at 11 a.m. to discuss the bids and choose an architectural firm.

Maggie's 2024 Director's Performance Review has been presented to Maggie and distributed to Board members. **Motion by Mary Eagin and supported by Laurie Draeger to approve a 5% pay raise for Maggie and move her to Level 3 for PTO.** The motion was approved unanimously.

New Business:

Motion made by Laurie Draeger and supported by Sheri Boon **to appoint the following officers for 2025: Board President; Mary Eagin, Board Vice President; Mark Powers, Board Treasurer; Gordon Gallagher, Board Secretary; Skylar Garrison.** The motion was approved unanimously.

The following are the committee members for 2025:

Finance: Gordon Gallagher, Laurie Draeger, Maria Boersma

Personnel: Skylar Garrison, Mark Powers, Sheri Boon

Motion made by Sheri Boon and supported by Laurie Draeger **to approve the proposed changes to the Staff Pay Step System, to align with the 2025 Minimum Wage increase in February.** The motion passed unanimously.

Public Comment:

Mary Ann Herbst commented:

- The Friends of the SLDL have quite a few new members who are all looking for opportunities to volunteer. She asked that the staff keep them in mind for events where extra hands would be helpful.
- The Friends would like the opportunity to enhance their segment of the SLDL website as upgrades are made.

Meeting was adjourned at 2:54 p.m.

Respectfully submitted,

Mary Eagin, Secretary