

# Spring Lake District Library Board Minutes

**February 19, 2025**

**Present and voting:** Maria Boersma, Laurie Draeger, Mary Eagin, Mark Powers, Sheri Boon, Skylar Garrison

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

**Absent:** Gordon Gallagher

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

**The meeting was called to order at 2:00 p.m.** by Mary Eagin

**Motion to approve the agenda**, made by Laurie Draeger and supported by Sheri Boon. The motion was approved unanimously.

**Public Comment:** None

**Motion to approve the minutes of January 15, 2025 & January 27, 2025**, made by Maria Boersma and supported by Laurie Draeger. The motion was approved unanimously.

**Motion to approve financial report from January 2025 and approve payment of bills** made by Skylar Garrison and supported by Laurie Draeger. The motion was approved unanimously.

## **Director's Report**

Maggie reviewed her report as printed in the Board Packet - noting that digital circulation and program / meeting attendance is higher than previous years. Also noted, the staff held a training day on February 17, where they discussed new policies and suggested a "ride along" for board members.

## **Old Business:**

Capital Projects- Future Planning

- Architektura was hired (approved at previous meeting).
- Maggie to arrange a start meeting to start planning in the Spring / Summer, with contractor bids coming August / September, and then the contractors will take it from there.

Paid Time Off Policy

- **Motion to approve the proposed changes made to the Paid Time Off policy as written** made by Laurie Draeger and supported by Sheri Boon. The motion was approved unanimously.

## **New Business:**

Library Director Evaluation Policy

- **Motion to approve proposed changes made to the Library Director Evaluation policy as written** by Mark Powers and supported by Laurie Draeger. The motion was approved unanimously.

**Public Comment:**

- Friends of the Library will be having another Culver's night on March 18 where a portion of the proceeds go to the Friends
- The Friends of the Library are in need of Adult Fiction book donations.

**Meeting was adjourned at 3:14 p.m.**

Respectfully submitted,  
Skylar Garrison, Secretary