**Fruitport District Library Board of Directors**

**Regular Meeting**

**Wednesday, August 17, 2022**

The meeting was called to order by President R. Dillon at 5:32 p.m.

Present: R. Dillon, B. Overkamp. A. Dudas, R. Woodward, L. Oldt, J. Rule. Trustee Bo was excused. Also in attendance was Director Matt Lubbers-Moore, Julie Sanderson, and Bill Weimer.

The agenda was accepted as presented.

Public Comments: None.

**REPORTS**

Library Location Report: Trustee Dudas presented new information about possible locations for the library on its current lot, allowing for expansion and parking. Cost for a new build would range from $1.2-1.5 million. Cost for parking lot is estimated at $120,000 and demo of the old building would be $40-50,000. All this would have to be agreed upon by the village council, allowing us to have more of the surrounding property. Trustee Overkamp will let the Village know about this possibility, and in the mean time we will continue to search for other locations.

 Secretary’s Report: The minutes from the July regular meeting were accepted as presented.

Treasurer’s Report: Trustee Dillon presented the financial report. Motion by Woodward, seconded by Rule to pay bills totaling $2,642.18. Motion passed unanimously by rollcall vote.

Library Report: Matt presented his report highlighting recent happenings at the library including circulation numbers, etc. This year has had increased numbers of patrons, phone calls, computer usage and circulation.

He reported that the library would be hosting a staff appreciation luncheon this coming Saturday, August 20, 2022 from 11:00 – 2:00. Employees, volunteers, Friends, and Board Members are invited.

The library currently has 11 Hotspots which are almost continually in use.

Matt is tracking our Hoopla use and will let the board know if we need to make a budget adjustment to increase that line item.

Matt has attended a number of meetings and trainings that he feels have been very beneficial to the running of the library.

Pat’s adult programming has been very successful, including Line Dancing, Yoga, and Watercolor class. She is currently working on future fall and winter programs.

The Feeding America food distribution is wrapping up for the season. Matt will begin working with the schools earlier next spring in an effort to coordinate with the Cloverville area.

Building Report: Bill Weimer reported that the food truck has still not returned to collect their table and umbrella. Trustee Overkamp will look into this.

Bill Weimer also reported that he believes that the bike rack can be shortened and moved to the other side of the driveway. Trustee Dillon will contact Dave Markgraf of Gold’s Welding to see if he can do this for us.

The driveway repair has been completed and looks great. The concrete company (Bill Benkert) will come back to look at putting a slab by the entrance for the bench in honor of Donna Pope. Friends of the Library may be interested in providing landscaping or planters around this.

**OLD BUSINESS**

Library Printer/copy machine: Trustee Dillon reported that she is very pleased with our agreement with Office Machines for our new printer. The company gave us an additional 5% discount and came back after installation was complete to make sure everything was working. ”Phone Copying” has not been set up yet. Matt will talk to Office Machines about the pros and cons of implementing this service.

**NEW BUSINESS**

FL Home Delivery Programs – Friends of the Library: This service would be strictly for those with physical/medical issues that prevent them from coming to the building on their own. It would be a limited/scheduled service. A couple members of the Friends of the Fruitport District Library are willing to do this, but first Matt will work on the number of people that might need the service; how often; and how many volunteers would be needed.

Tables and Chairs in Basement: After discussion about the tables and chairs in the basement, it was decided to wait until after the next book sale in November/December to make a decision about whether we can get rid of any.

Reciprocal Library Card issuance: Based on the success of our agreement with the Spring Lake Library, the board voted unanimously to enter into the same agreement with Loutit Library of Grand Haven.

Staff Raises: Based on employee evaluations and performance and recommendations from both the personnel and finance committees, Trustee Dillon made a motion to provide wage increases to both Pat and Naz, retroactive to July 25, 2022. (This time line coincides with the last pay cycle.) The motion was seconded by Trustee Oldt and passed unanimously by rollcall vote.

Hire of New Employee: The Library will be hiring a new Assistant with specific duties including Story Time, Take and Makes and other youth programs, as well as regular desk duties. Due to the resignation of one of our employees, the FDL Board of Directors has charged the Personnel Committee to interview and decide on someone who can begin immediately. The Board will formally approve the Personnel Committee’s recommendation at the September meeting.

**PUBLIC COMMENTS:**

Julie Sanderson thanked Trustee Overkamp for his assistance to finally have the proper tax status completed for the Friends.
She also reported that although the Book Nook has not been open for a while, she was able to sell 600 VHS tapes. The Nook will be opening in the fall.

She also reported that the Friends were able to provide prizes for all 73 participants in the Summer Reading Program. Our community donated over $2,500 worth of prizes for this event.

Meeting adjourned at 7:10 p.m.

Respectfully submitted,

Ruth Woodward