

**Petoskey District Library Board of Trustees**  
**Meeting Minutes of February 23, 2023**

The meeting was called to order at 5:00 PM by Kim Block, President.

Present: Kim Block, Trevor Nelson, Ann Ingles, student representative Isabel Dunn, and  
Library Director Val Meyerson

Absent: Mike Atchison and Amy Janssens

Agenda was approved by consensus.

Minutes of the January 26, 2023 meeting were approved by consensus.

Payment of Bills for January 2023 was approved by consensus. Val explained that the new line item “Donation Expense” has to do with purchases made with donated funds.

Treasurer’s Report: Trevor reported that the library is in good shape financially and on target in regard to the budget.

Reports:

- Friends of the Petoskey Public Library – Anne Lewis said that the Friends are holding the annual Cabin Fever book sale March 4 – 12. All books will be half price. The Friends @ the Carnegie program February 27 will be George Robson with an account of the Bath school tragedy. The March 20 program will be presented by Petoskey Farms Winery.
- Director’s Report: Val had provided a written report.
  - The February 3 staff in-service day was very successful
  - The Americans and the Holocaust exhibit ended on February 14 and is packed up to go to its next destination. Val provided information about the number of visitors.
  - Staff reviews are in progress.
  - Jodi is interviewing to fill a part-time position in circulation.
  - Dan Shumway has accepted the part-time position as Facilities Manager. He will be on the building committee.
  - Sarah Biskup has resigned effective March 24. The marketing and programming position has been posted.
  - Val provided an action toolkit for intellectual freedom and plans to include intellectual freedom as a standing item for future meetings.
  - The library received an email from a patron applauding the Land Acknowledgement statement read at the January meeting.

Board Members’ Comments: none

Unfinished Business: none

New Business

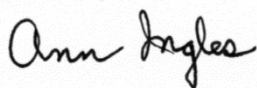
1. Meeting Room Policy Update – The changes to the policy address issues which have arisen at the front desk. The changes were approved by consensus.

2. Student Member Requirements – Discussion centered around two questions posed regarding qualifications for student board members: Do we want to include Petoskey High School as a requirement? Do we want to make having a library card a requirement?
  - It was agreed that a student representative should live in the PDL service area and should have a PDL library card. Trevor will conduct an exit interview with Isabel in April after spring break.
3. Building Project Update – Val has reviewed the details of spring projects with OHM and the committee (Kim and Mike). Bids will be tiered by priority in case of high bids, but masonry will all be done at once while the mason is on site.
4. March Meeting Date – Board members agreed to cancel the March 16 meeting due to vacations and to schedule a special meeting on Thursday, April 6, 2023 at 5 PM to approve the bid package for building projects. There will be a presentation by OHM at that meeting.
5. Director Evaluation – President Kim Block read the following statement: “Val received unanimous excellent ratings on all her essential job duties. The Board in particular appreciated the opportunities she offered and supported for continuing education for staff and her strong communication with the community, staff, and Board. Val does a tremendous job of managing resources and finances, especially procuring grants. She led the library team through the creation and execution of numerous and varying programming. Six of her eight goals were met with the last two being continuous work on the tween space and capital improvement project. I am proposing Val receive an 8% raise to match the percentage given to the staff.”
  - a. Ann moved and Trevor seconded to approve an 8% raise for Val Meyerson, Library Director. Motion carried unanimously.
  - b. Val’s goals for the year will include completing a tween space, supervising capital improvements and staying within budget, various programming to meet all community needs, working on a new tech plan, and planning for a new strategic plan.

Public Comments:

- Joe Hoffman stated his displeasure with the Land Acknowledgement statement read at the January meeting.
- JoAnn Astolphi thanked everyone who helped facilitate the Americans and the Holocaust exhibit. She learned a lot and enjoyed her volunteer hours as an Ambassador.
- Holly Angileri asked if the student representative recruitment information will be posted online. Val replied that it will be. Isabel mentioned that was how she found out about it last year.

The meeting was adjourned at 5:44 PM



Respectfully submitted,  
Ann Ingles, Secretary Pro Tem