

Petoskey District Library

Board of Trustees Meeting Minutes July 25, 2024

Meeting called to order at 5:00 pm by President Kim Block, in the Carnegie Building

Present: Kim Block, Ann Ingles, Mike Atchison, Amy Janssens, Brady Olson, Trevor Nelson, and Val Meyerson (Library Director). (All present). Quorum requirements met.

Agenda: Approved by consensus.

Public Comment: None.

Minutes from the May meeting: approved by consensus.

Approval of May bills:

- Amy asked about the Reid Furniture expense. Val explained this is the Carnegie blinds.
- about the Mitchell Graphics expense. Val explained it is the quarterly newsletter.
- Approved by consensus.

Financial Statement review:

- Trevor highlighted the budget YTD
- No questions from the board.

Friends of the Library report: Ann Barfknecht presented on behalf of the Friends.

- The annual book sale started today and sales were strong. The WRC - Gold mine will pick up what does not get sold.

Director's report: Val referred the board to her written report, which was provided in advance of the meeting, and highlighted the following:

- It has been a busy summer at PDL.
- TOPO Adventure Pack checkouts going well.
- The attachment in the packet which lists the local companies which have employees with employee library cards.
- Digital circulation continues to increase.
- Door counter numbers are slowly increasing.
- Senior Millage: the grant would fund non-resident cards for seniors.
- Board questions about the director's report:
 - Kim asked for clarification on how checkout of the human books will work. Val explained.
 - Brady asked what the Mackinac Library is doing to try to expand their Bibliobag program. Val explained that she really did not know, but that word of mouth has worked best here. The long-term plan is to turn this program over completely to the individual libraries.

Comments / Questions from Township representatives:

- Resort: Holly A. loves the township drop box.

- Bear Creek: Garret Muir said it is great to see the BC residents taking advantage of the Bibliobag program.

Board Comments: None.

Unfinished Business: None.

New Business:

- **Long Overdue policy update**
 - Val referred the board to the packet to see the changes
 - Ann moved to approve. Amy seconded. Passed unanimously.
- **Makerspace policy update**
 - Val referred the board to the packet to see the changes
 - Ann commented that the amended policy strikes a friendlier tone
 - Mike moved to approve. Ann seconded. Passed unanimously.
- **Photography and recording**
 - No proposed changes. Just for the board to review (periodically) and raise any questions or concerns. No questions or concerns by the board.
- **Emmet County Senior Millage Grant Request**
 - Grant application was provided to the board ahead of the meeting.
 - New this year: expanding to all of Emmet County
 - Val highlighted how the PDL would use the grant money if awarded and noted that this is very similar to our previous applications for this grant.
 - Kim asked about the history with this grant and Val explained.
 - Amy moved to authorize the submission of the grant application. Trevor seconded. Passed unanimously.
- **Budget discussion (2025)**
 - Val referred to the packet and highlighted the following:
 - The maintenance budget will be increased
 - Requesting a 4% raise for all employees
 - Tech - replacing laptops
 - Increasing number of copies of popular items (print and digital)
 - Val explained how the recent survey shaped the 2025 budget. Frequently mentioned in the survey:
 - Digital holds too long
 - Library hours too short
 - Not enough parking
 - Kim asked about security cameras. Val explained the need and how they are commonly used at the PDL.
 - Val wants to rebuild the fund balance
 - Amy asked about the increase and expressed concern that employees, including Val, may not be getting a big enough raise. A board discussion ensued.

Public Comment: none

Adjournment: Meeting adjourned at 5:46 pm by Kim Block

Submitted by Mike Atchison, Secretary