

Petoskey District Library

Board of Trustees Meeting Minutes September 26, 2024

Meeting called to order at 5:00 pm by President Kim Block

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

Agenda: Approved by consensus.

Public Comment: None.

Minutes from the August meeting: approved by consensus.

Approval of August bills:

- Ann asked about the David Hoffman landscaping bill. Val explained the work that was covered.
- Ann asked about the Oakland University bill. Val explained that this was for a lost book.
- Approved by consensus.

Financial Statement review:

- Trevor asked Val about the tax revenue variance. Val explained.
- Ann asked about the increase in penal fines. Val explained that it is unpredictable.

Friends of the Library report: Ethel from the FOL board presented on behalf of the Friends.

- Several board members have recently retired from the board, but they did pick up 2 new ones.
- They have been helping with family literacy night.
- The various committees have been meeting lately.

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

- We received funding from the Commission on Aging to expand our BiblioBag program to the whole county, working in partnership with the other three Emmet County Libraries: Mackinaw, Alanson, and Harbor Springs.
 - Kim asked if we need more staff to expand this program. Val explained why we don't.
- Kim asked about our sister city in Japan and if there is a trip to Japan planned. Val explained that the delegation is going next year.
- Kim asked about door repairs. Val explained.
- Amy asked how often there is CPR certification for employees. Val responded that it is every 2 years and described the scope of the training.

Comments / Questions from Township representatives:

- Resort: Holly informed the board regarding township hall renovations and how these are affecting access to the drop box.
- Bear Creek: Garrett asked if the CPR training included AED training. Val said yes, it does.

Board Comments:

- Ann asked if we are touring the Carnegie Building this year. The board discussed it and decided to wait until next year.
- Trevor advised that he had seen someone sleeping on the bench to the right of the front doors.
- Amy recently toured the Missoula library, which was built in 2019, and noted the following:
 - There were a lot of homeless people in and around the library.
 - Everyone was treated with respect by the staff.
 - The furniture was very nice
 - Thanked our staff for treating everyone nicely.
 - She was impressed with the new innovations there.
- Brady asked about the collaboration between our youth department and the Great Lakes Center for the Arts. Val described the current and upcoming programs.

Unfinished Business:

- None.

New Business:

- **Budget approval**
 - Val went through the proposed budget line-by-line with the board and audience.
 - Our revenues are looking good for 2025 and we will increase our fund balance.
 - Mike asked about reimbursements and contracted wages. Val explained.
- **SOAR brainstorming exercise with board**
 - Val led the board through this exercise to generate ideas to submit to the strategic planning committee. She will combine the board's SOAR results with the staff's SOAR results.

Public Comment: None

Adjournment: Meeting adjourned at 6:30 pm by Kim Block

Submitted by Mike Atchison, Secretary