

Holland Public Library

Board of Trustees Meeting Minutes

Meeting Minutes for July 15, 2021

Members Present:

Jennifer Gumlaw, Chair
Steve Anderstrom, Trustee
Shannon Horn-Eldred, Trustee
Tracie Scott, Director

The Chairman called the meeting to order at 1:00

Old Business:

- Approval of Minutes for June 17, 2021 Library Board Meeting
 - o Jennifer moved to accept the minutes from last meeting.
 - o Steve seconded.
 - o The motion carried.
- Director's Report (See Attached)
 - o Maintenance
 - Tracie contacted Bo regarding the quote for the garden boxes to let him know that we have approved Option 1.
 - He is set to purchase all materials and will begin construction in the fall.
 - o Recent & Upcoming Events
 - Safari Animal Paint held on Saturday, July 10th. (7 in attendance)
 - Tails & Tales animal themes programs scheduled for July 22, August 7, and August 19.
 - Summer Reading Program 2021
 - Will run July 6 – August 28th.
 - 32 registered so far.
 - Community Book Club scheduled for August 9th at 1:00 pm. Meeting will be held in person (no more Zoom meeting)
 - All weekly events have been cancelled due to COVID-19.
 - Weekly events will continue to be cancelled for the foreseeable future for the safety of our patrons (both vaccinated and not) due to the new Delta variant of COVID-19.
 - o Staffing
 - N/A
 - o Etc.

- Conversations continue with the town building inspector regarding accessibility of the library for people with disabilities. Initial information has been received, but still some outstanding questions remain unanswered.
- The library will participate in the MBLC free hotspots to libraries program
 - MBLC will cover cost through September, 2022.
 - Minimum order was set to 10; our library has ordered 10.
 - In September of 2022, the library can return some (or all) of the hotspots to the MBLC.
 - The library will have to start paying the bill for the hotspots that are kept after September 2022.
- Summer Reading is off to a good start!
- End of Fiscal Year 2021 deadlines were all met.
- ARIS report has been opened; deadline is August 27th.
- Additional weeding done in the Early Readers and Audio / Visual sections.
- Shelf shifting done in Fiction, Non-Fiction, and Early Readers.
- Signatures for vouchers are no longer necessary by the board; Steve is no longer signing the vouchers as the signature is not needed by the board anymore.
- Library Accounts Update
 - Tracie sent out notes she had previously received from Linda regarding all of the Library's accounts.
 - The board now has all the information regarding what accounts we have, what can be used (and for what), etc.

New Business:

- None

The next meeting will be held on August 12 at 1:00 pm

The Chair ended the meeting at 1:20 PM.

Minutes Submitted by Shannon Horn-Eldred, Secretary

Director's Report July 15, 2021

Maintenance

- Bo contacted regarding construction of replacement garden boxes. He will purchase the materials and begin construction in the fall.

Recent & Upcoming Events

- Safari Animal Paint held on Saturday, July 10.
- Tails & Tales animal themed programs scheduled for July 22, August 7 & 19.
- Summer Reading Program 2021, "Tails and Tales" will run July 6 - Aug 28; 32 registered so far.
- Community Book Club scheduled for Aug 9 at 1 pm.
- All weekly events have been cancelled due to COVID-19.

Staffing

Nothing to report

Etc.

- The town Building Inspector was contacted regarding accessibility of the library for people with disabilities. Initial questions were answered, but no reply received re follow-up question.
- HPL will participate in the MBLC free hotspots to libraries program.
- SRP planned, ready and off to a good start
- End of FY21 deadlines met.
- ARIS report opened. Deadline is Aug 27.
- Additional weeding done in ER and CDAB.
- Shelf shifting done in FIC, NonFic, and E
- Vouchers will continue to be submitted on a weekly basis and signed by Trustee Steve Anderstrom until the end of the FY.
- Website, FB, and HCC eblast, press releases continue to be updated regularly.

MONTHLY STATISTICS June 2021

Doors opened June 1

Attendance

Total Patrons: 486

Adults - 428

Children - 58

Computer use - 25

Reference questions - 120

Copies & Fax - 32

Programs

Weekly programs cancelled due to COVID-19

- Story Time
- Community Book Club
- Construction Crew with LEGO bricks
- Crafternoons
- Knit & Chat
- eBook Help

Total # of programs: N/A

Total # of attendance: N/A

ILLs received: 168

ILLs sent: 163

Home Delivery: 1