

Holland Public Library

Board of Trustees Meeting Minutes

Meeting Minutes for April 21, 2022

Members Present:

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

Meeting was called to order at 1:03 pm.

Old Business:

- Approval of Minutes for March 17, 2022 meeting (March Library Board Meeting)
 - o Jennifer moved to accept; Steve seconded.
 - o Motion carried.

New Business:

- Director's Report (April)
 - o Recent & Upcoming Events
 - Spring Cleanup Scheduled for 5/7/2022 at 10:00am – 12:00pm. Rain date is May 8th.
 - Community Book Club – Monday May 9th at 1:00 pm.
 - Storytime and weekly events continue
 - o Staffing
 - N/A
 - o Etc.
 - New Signage
 - Cultural Council Grant approved – details to come.
 - MLS Delivery survey complete
 - Annual Report – due April 25, 2022 by 5:00 pm
 - Planning has been started for Summer Reading Program
 - Status of Handicap Door
 - Still on hold- haven't heard from BJ
 - Money expires June 30th.
 - Kate Picnic Table
 - The board has decided not to purchase a new picnic table at this time.
 - Shed donation pickup scheduled for June 3, 2022.
 - Old Sturbridge Village passes renewed.
 - Kanopy ready to launch in the next week.
 - Weeding adult fiction A-N.

- April book order placed.
 - Demco order placed
 - Bills submitted biweekly for payment.
 - Website, eblast, FB, press, flyers continue to be updated regularly
- Library Policies
 - Holland Public Library Mission Statement
 - Tracie completed the draft.
 - Board has approved the Mission Statement.
 - Final Patron Behavior Policy
 - Tracie sent this out to the staff; one comment from the staff resulted in the following change:
 - Update made to include skateboards being prohibited on library property, not just inside the building.
 - Unattended Child Policy
 - Tracie will write one up to be reviewed at the next meeting.
- Library Sign
 - The library sign is still in dire need of repair due to wood rot.
 - Jen and her husband are going to look into replacing the entire sign, not just the inner sign with the hours on it.
- Employment Agreement Contract
 - Steve handed out Employment Agreement Contract on record for Tracie
 - This will be reviewed and any changes will be discussed at the next meeting.

The next meeting will be held on May 19th at 1:00 pm at the Library.

The meeting was ended at 1:55 PM.

Minutes Submitted by Shannon Horn-Eldred, Secretary