

# Holland Public Library

## Board of Trustees Meeting Minutes

Meeting Minutes for May 25, 2023

Members Present:

- Jennifer Gumlaw, Trustee
- Steve Anderstrom, Trustee
- Shannon Horn-Eldred, Trustee
- Beth Crosby, Interim Library Director

Meeting was called to order at 1:00 pm.

### Old Business:

- Approval of Minutes for April 20, 2023 Library Board Meeting
  - o Jen moved to accept; Steve seconded.
  - o Motion carried.

### New Business:

- Director's Report
  - o Plexi-glass shields have been removed from the library
  - o The book drop has been reopened
    - Jen and Beth found that for the most part the inside is now staying dry
    - A new piece of weatherstripping will be added to help keep the remaining water out.
  - o Library Accounts
    - Tracie has been removed from all of the library's accounts
      - Baker & Taylor
      - DEMCO
      - Etc.
  - o Met with Accountant
    - Discussed using Ingram & Amazon
    - Addressed unpaid invoices from Baker & Taylor
  - o Facebook
    - Increased engagement with bi-weekly posts
  - o Programs
    - Reinstated construction crew Tuesdays
    - Crafternoon Wednesdays
    - Possibly extended Story Time on Fridays through the summer
    - Summer Reading Program
      - Collaborative materials ordered by Tracie have arrived
        - o Tote of previous prizes has not been located

- Ages 4-12 will continue as usual with weekly prizes and raffles
        - Currently working on grand prize ideas
      - Teens & Adults
        - We are going to try Summer Bingo to attempt to increase engagement
      - No kick-off program planned yet
        - June 21, 24, 25, or July 1.
    - Discussions of starting a tween D&D program
  - Misc.
    - Yard work / cleanup by Brian and team
      - Who is responsible for yard work?
    - Doorknob on back door is still a problem
      - Who can assist with installation?
    - Would like to start an ongoing book sale shelf
    - Cleaning out the shed
    - Moving cupboards from bathroom to shed
      - Once moved, can we install an infant changing table?
    - Staff meeting was held on May 22<sup>nd</sup>.
      - Many ideas were discussed during the meeting
- Review Bills
  - All bills to be paid were reviewed.
- Interim Director Salary
  - The board discussed bumping Beth's salary to match what Tracie's salary was during her time as interim director
    - Jen moved to match the salary
    - Steve Seconded
    - Motion carried
- Director Search Update
  - June 2<sup>nd</sup> is the end of the job posting
  - One resume has been received so far

#### Items Not Anticipated in Advance

- None

The next meeting will be held on June 15<sup>th</sup> at 1:00 pm at the Library.

The meeting was ended at 1:42 PM.

Minutes Submitted by Shannon Horn-Eldred, Secretary