

Three Oaks Township Public Library  
September 8, 2020 Regular Board Meeting Minutes

Meeting called to order at 6:32 p.m. by President David Pollack. Present: Joan Brown, Debi Kearney, Cheryl Kersey, and Brandi Cardwell. Dustin Blaszczyk on speaker phone. Julie Sittig excused absence.

Motion by Debi to approve the Consent Agenda as presented, seconded by Brandi. All ayes, none opposed, motion carried.

Public Comment: none.

Unfinished Business:

Grants – Cheryl reported the library has received a grant for \$1000 for technology through our co-op.

Budget – The library received \$20,007.47 in penal fines, a copy of the check was in board folders. Discussion followed.

After 42% of the fiscal year, payroll is at 17%. A copy of the current budget was in board folders. Discussion followed.

Building Maintenance –

Debi said she noticed the library's clock out front had the wrong time. Cheryl said the power had been out at some time and Phil Smith said he would be fixing that tonight. Discussion followed.

Community Room Table – Joan said she had spoken to the company today and the library is next on the list. Discussion followed.

Patio/Pergola/Parking Lot – Cheryl said that Chris from Wightman said they are prepared to move forward with the construction plans. He asked if the board had any additional changes to the plans so they could incorporate that into the final site plan. He planned to have a draftsman on the project next week so they should have plans completed before November 1. Then they will set up the bidding so the project will be ready for construction in the spring. Discussion followed. The board decided the cost of landscaping was too much and they could do a lot of that themselves. They also decided the pavilion was too much and just want a cement pad installed instead. Cheryl will tell Chris at Wightman. More discussion followed. Dustin said the planning commission said the library needs the approval of the zoning commissioner, who is probably the Village Manager because this is not new construction. More discussion followed.

Friends of the Library – nothing to report.

Library/Museum Relations – nothing to report.

Artist Co-Op – nothing to report.

Library Re-Opening – Cheryl said the library is still quarantining all items for four days and the staff is all completing a daily COVID checklist. They are letting patrons come and go as they please and have not had to turn anyone away due to the 25% capacity. Discussion followed.

Lynda.com – Cheryl said she had talked to other larger libraries that had Lynda.com and they had dropped it because it didn't get used enough for the cost. Cheryl said we had dropped Freegal because not enough people used it. Discussion followed. Cheryl gave everyone a list of all the things that are provided to Michigan residents for free on MeL.org. Cheryl said she thought tutor.com may be a something for the library to add in the future. More discussion followed.

Three Oaks Township Public Library  
September 8, 2020 Regular Board Meeting Minutes

School of American Music Lease – A copy of a proposed lease with SAM was in board folders. Discussion followed. It was decided to table this discussion until October and David asked everyone to think about if the library wants to be in the business of being a landlord.

Director's Report – report attached. Discussion followed.

Other –

New Business:

Other – Joan said that in September the board was supposed to plan for an additional meeting for the director's annual review in December. Discussion followed. The board decided to have a work meeting on Tuesday, October 6, to get ready for the review. More discussion followed.

Motion to adjourn by Debi at 6:51 p.m.; seconded by Brandi, all ayes, none opposed, motion carried.

Next regular meeting: Tuesday, October 13, at 6:30 p.m.