

Three Oaks Township Public Library
May 9, 2023, Regular Board Meeting Minutes

Meeting called to order at 6:32 p.m. by Patience Petro, Board President. Present: Debi Kearney, Christina Zebell, Cheryl Kersey, and Tom Pauly present. Connie Slavens and Tom Rosenbluth, excused absences.

Motion by DK to approve the Consent Agenda as presented, seconded by CZ and PP. All ayes, none opposed, motion carried.

Public Comment: none.

Unfinished Business:

Grants – CK had nothing to report.

Budget – CK said Current Budget was in board folders. As of April 28, 2023, there was \$399,140.92 in Library Fund. First part of State Aid has been received - \$2,067.28. There is \$17,789.77 in Memorial money. The family of Nancy Francis asked that something be purchased for genealogy in honor of her. CK asked to purchase a metal map flat file from amazon for \$1900.00 TP said those are frequently available for sale locally for \$300-\$400. Discussion followed.

Building Maintenance –

Outside Clock – CK said the parts for the clock repair have been delivered. DK said if Phil can't get it repaired soon that CK should find someone to do it. Discussion followed. CZ suggested Tim Slavens. Discussion followed.

Outside Back Door – CK said concrete in back was much thicker than expected and contractor had to rent jackhammer machine. That invoice was \$1400. Quote to demo and replace the entire ramp is \$6800. Discussion followed. Board members went outside to look at work. Contractor was outside and came in to talk to the board. He explained that if any work is done to modify any part of the ramp it is not grandfathered in and needs to all be brought up to ADA compliance. Discussion followed. Motion by DK to accept the proposal for the ramp work, seconded by TP, all ayes, none opposed, motion carried.

Windows – CK said she had not received any window quotes.

Friends of the Library – Their next meeting in May 16, 6:00.

Policy Review – CK explained the proposed changes to the By-Laws and the Proposed Collection Policy and Reconsideration Form. Discussion followed. Motion by DK to accept the Collection Development Policy and Reconsideration Form as presented and to accept changes to By-Laws as presented. Seconded by TP, PP, and CZ. All ayes, none opposed, motion carried.

Library names as Beneficiary in Individual's Trust – nothing to report.

Possible Mural on West Side of Library – TP presented quote for mural for \$18,000. Discussion followed. Item tabled until full board can be present.

Building Audit – nothing to report.

Pokagon Fund/Use of Elementary School – nothing to report.

Other –

Director's Report – attached to these minutes. Discussion followed.

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Trustee Education – CK said there will be a trustee training workshop on Saturday, May 20, 10-noon at Benton Harbor Library sponsored by Southwest Michigan Library Co-op. Discussion followed. PP said she would like to go. CK will email RSVP to co-op.

New Business:

Other –

TP said he had noticed the parking lot has been full. Discussion followed. No decisions were made.

TP said he saw the boards for the art show in front room are bending. Discussion followed. He said the library flag on the roof needs to be replaced. CK will tell Phil again. Getting an Open Flag for the library was discussed. TP said he will get one for the library like the ones the businesses downtown have. Discussion followed.

CZ said she planted lavender that she will donate in the pots for the front of the library. Discussion followed.

Motion to adjourn by PP at 7:32 p.m.; seconded by DK. All ayes, none opposed, motion carried.

Next regular meeting: Tuesday, June 13, 2023, at 6:30 p.m.