

***Minutes for the regular meeting of the Ransom District Library Board of Trustees
August 17, 2021***

Meeting was called to order by Vice President Klein at 7:03 p.m.

Members Present

Gelbaugh, Harter, Keeney, Klein, Parsons
Director Gross, Assistant Director Marsh
Public: none

Special Agenda Items

None

Consent Agenda

Minutes of the July 20, 2021 Regular Meeting of the Ransom Library Board
A motion was made (Keeney/Harter) to approve minutes with one correction: former Board member Greta Burchfield's last name should be added the first time she is mentioned in the Trustee Comments. The Board voted unanimously to pass the motion.

Financial Report

The Library has received 4 % of its budgeted income, and has spent 7 % of budgeted expenditures.

President's Report

None

Director's Report

As attached. After hearing his report about Senate Bill 611, the Board suggests that Gross consult the attorney regarding library policy on this issue.

- Budget—did not meet
- Building and Grounds—did not meet
- Building—
 - The Trumbull Group came out to adjust humidity control and wooden doors that had swollen while the building was more humid than it should be.
 - The Trumbull Group has been asked to remove the book drop from the sidewalk leading up to the library now that the drive-up book drop is fully operational.
 - Jim Macintosh is making progress in the JBS Children's Discovery Library: A vertical Lego board and felt board have been added.
 - New exterior trash cans have arrived.
 - Gross is watching the landscaping to determine if there are areas that require additional irrigation.
- Endowment—did not meet
- Personnel—did not meet
- Policy—did not meet
- Public Relations—The Union enterprise wrote a nice front page article about the Aug. 5 Grand Opening.

Trustee Comments

Klein expressed his enjoyment of time on the deck during the Grand Opening. He stated that he expects it to be well-used by the community.

Parsons asked if the Board is required to annually approve the bank/s, attorneys and auditors that the Library engages. Gross is going to check into whether that is mandated.

Parsons requested the resume of Analiese Mattson, the Library's new Head of Patron Services. Gelbaugh thanked Gross and Library staff for the effort put into the Grand Opening. She felt it was well-attended and that people enjoyed themselves.

Comments from the Public

None

Continued Business

Committee Assignments: Keeney/Parsons moved to table until September meeting. There were no objections.

New Business

None

Meeting was adjourned (Keeney/Gelbaugh) at 8:04 p.m.

Respectfully submitted,

Erin Marsh

Assistant Director

**Board of Trustees Meeting
August 17, 2021**

Director's Report

Financial

- At the end of 1 month, we have received 4% of our budgeted income, and we have spent 7% of our budgeted expenditures.

Administrative

- Today we welcome our new Gun Plain Township Library Trustee, Kelly Burt! Kelly has served for several years as a Friend of the Library and acted as President of our Yes Committee for the bond election in 2018.
- On August 5, we held our Grand Opening celebration, highlighted by a ribbon-cutting by our President Alan Asselmeier. The Friends of the Library gave away over 400 individually wrapped ice-cream treats, which acted as a kind of head count.
- The Library's Annual Audit has been scheduled for November 5.
- We have requested and been granted \$2,265 from the Southwest Michigan Library Cooperative for collection development, technology, and PPE supplies. This is an annual opportunity that we generally request in early August.
- Over the past weekend, the Eventbrite children's museum feature was installed in the JBS Children's Discovery Library. The Eventbrite is one of the central interactives we planned for our exciting new Children's Library, and we thank JBS again for their large donation that is making it possible.
- We have received our final bill from CSM Group, which will also empty our bond account. I will work this week with our Paying Agent to finalize the bond closing.