

***Minutes for the regular meeting of the Ransom District Library Board of Trustees
October 19, 2021***

Meeting called to order by President Asselmeier at 7:00 p.m.

Members Present

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

Special Agenda Items

None

Consent Agenda

Minutes of the August 17, 2021 Regular Meeting of the Ransom Library Board
A motion was made (Klade/Harter) to approve minutes as presented. The Board voted
unanimously to pass the motion.

Financial Report

Payments to CSM are complete
The Library has received 19% of its budgeted income, and has spent 21% of its
budgeted expenditures.

President's Report

None

Director's Report

As attached. Per the Allegan County Department of Health and Human Services, the
Library has lifted the mask requirement in the children's and teens's spaces. Staff are
still wearing masks in public spaces.
The Library has received the CARES Grant from the Library of Michigan to purchase
laptops that can be reserved by patrons for use within the Library.

Assistant's Report

Children's Library has received a mini-grant from Help Me Grow Allegan to help fund
Toddler Maker Space and Nutrition Programs.

Committee Reports

- Budget - did not meet
- Building and Grounds - did not meet
- Building - Final walk-thru on or around 11/5/21
- Endowment - did not meet
- Personnel - did not meet
- Policy - did not meet

- Public Relations - did not meet

Trustee Comments

None

Comments from the Public

None

Continued Business

- Committee Assignments - Asselmeier will email committee assignments

New Business

None

Meeting was adjourned (Keeney/Harter) at 7:36 p.m.

Respectfully submitted,
Kelly Burt
Board, Trustee

**Board of Trustees Meeting
October 19, 2021**

Director's Report

Financial

- At the end of 3 months, we have received 19% of our budgeted income, and we have spent 21% of our budgeted expenditures.

Administrative

- Due to the Allegan County Department of Health and Human Services ending the county-wide mask mandate for children in grades K-6, we have lifted the mask requirement in our children's and teen spaces. Masks are still being worn by staff in public areas and we encourage but do not require the public to do the same.
- On October 1st, one of the Library's Endowment CDs with 1st National Band of Michigan matured and we have rolled it over.
- After more than six outstanding years of service, Digital Librarian Sara Weyenberg has taken a job with greater responsibilities at Portage District Library. We're proud of Sara and expect to see her continue to do great things.
- The Library has finalized the CARES Grant from the Library of Michigan that supported our purchase of laptop computers for patron circulation.
- During the first week of October, our garbage enclosure was damaged, and it was determined to be the result of improper use by our waste management company (Best way). Straightline Fencing, who installed the enclosure, will visit this week for an estimate to fix it, and Best Way has agreed to pay the bill.
- I have received the notice from our financial advisors (PFM) that our Annual Disclosure process can begin.