

***Minutes for the regular meeting of the Ransom District Library Board of Trustees
November 15th, 2022***

Meeting called to order by President Asselmeier at 7:05 p.m.

Members Present

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

Special Agenda Items

- None

Consent Agenda

- Minutes of the October 18, 2022 Regular Meeting of the Ransom Library Board
A motion was made (Harter/Parsons) to approve minutes as presented. The Board voted unanimously to pass the motion.

Financial Report

- The Library has received 19% of its budgeted income for the new fiscal year, and has spent 29% of its budgeted expenditures.

President's Report

- None

Director's Report

- The Friends of the Library delivered their annual staff breakfast (and snacks for the day).
- EPS conducted the annual fire protection tests.
- On November 1, our Paying Agent transferred just under \$100,000 from the Library's Debt Payment account to make the second of two debt payments for the year on our municipal bond.

Assistant's Report

- Approximately 110 people attended the annual Halloween Parade inside the Library.
- Programs are planned to fill up the calendar during the schools' winter break.

Committee Reports

- Budget (Gelbaugh) - did not meet.
- Building and Grounds (Dahlquist) - Dahlquist fixed the squeak sounds in the ceiling vents. The Library will be getting new outdoor security cameras as the old ones have already stopped working.
- Endowment (Klade) - did not meet.
- Human Resources (Parsons) - did not meet.
- Policy (Harter) - see New Business.
- Public Relations (Burt) - did not meet.

Trustee Comments

- Bell's Brewery is offering grants to libraries.
- Keeney - 'Thank you to everyone who supported me in the City Council election'.

Comments from the Public

- None

Continued Business

- None

New Business

- Circulation Policy Discussion.
 - This is not an official read-through, just an overview about what the Policy Committee is working on. Changes will be made regarding overdue items and a new "Restricted Card" will be implemented for minors who are not able to obtain a guardian's signature.

Next Meeting: December 13, 2022

Meeting was adjourned at 7:57 (Keeney/Parsons).

Respectfully submitted,
Kelly Burt
Board Trustee

**Board of Trustees Meeting
November 15, 2022**

Director's Report

Financial

- At the end of 4 months, we have received 19% of our budgeted income, and we have spent 29% of our budgeted expenditures.

Administrative

- EPS conducted the Library's annual fire protection tests on October 20. We are contracted with EPS for another year of emergency monitoring.
- I attended the Southwest Michigan Library Cooperative meeting on October 27, at which we passed the co-ops updated bylaws. Michigan Library Association President Debbie Mikula was the meeting's featured speaker and expressed the belief that bills would soon be introduced into the Michigan Legislature challenging library collections and displays.
- On November 1, our paying Agent Ellen Campbell transferred just under \$100,000 from the Library's Debt Payment account at Huntington Bank to make the year's second of two debt payments on our municipal bond.
- I was informed by one of our vendors, Librarica, that they experienced a series of thefts from their local USPS center in Dallas, TX. A check we wrote for \$486 in July for annual services never reached them, and I discovered that our check was never cashed. I stopped payment on that check and made our payment with the Library's credit card.

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