

**Minutes for the regular meeting of the Ransom District Library Board of Trustees
August 22nd, 2023**

Meeting called to order by President Asselmeier at 7:04 p.m.

Members Present

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

Special Agenda Items

- None

Consent Agenda

- Minutes of the June 20, 2023 Regular Meeting of the Ransom Library Board:
A motion was made (Parsons/Keeney) to approve minutes as presented
(Parsons/Harter). The Board voted unanimously to pass the motion.

Financial Report

- At the end of 1 month, the Library has received 2% of its budgeted income for the fiscal year, and has spent 4% of its budgeted expenditures.

President's Report

- None

Director's Report

- The majority of the Library's cash and money market funds have been invested in a laddered series of CDs with the best interest rates available.
- Three new clerks have been hired.
- The Library is sponsoring the Independent Reading Program at Plainwell Middle School.
- The annual Summer Celebration was attended by at least 200 people.
- Janet Ragainis will be the President of the Yes Committee for the 2024 Millage Renewal Campaign.

Assistant's Report

- The teen group (617) of the Summer Reading had a completion rate of 50%.
- The Incognito Reading Program was highly successful.

Committee Reports

- Budget (Gelbaugh) - did not meet.
- Building and Grounds (Dahlquist) - The drop box at Cooper will be installed soon.
- Endowment (Klade) - did not meet.
- Human Resources (Parsons) - did not meet.
- Policy (Harter) - did not meet.

- Public Relations (Burt) - did not meet.

Trustee Comments

- Parsons - Would like to thank Director Gross for the quick work reinvesting the Library's fund balance.

Comments from the Public

- None

Continued Business

- None.

New Business

- 3D Printer Policy - First reading of the policy for the public use of the 3D printer.

Next Meeting: September 19, 2023

Meeting was adjourned (Parson/Harter) at 7:44 p.m.

Respectfully submitted,
Kelly Burt
Board Trustee

**Board of Trustees Meeting
August 22, 2023**

Director's Report

Financial

- At the end of 1 month, we have received 2% of our budgeted income, and we have spent 4% of our budgeted expenditures.

Administrative

- The majority of the funds in the Library's cash sweep and money market account at First National Bank of Michigan have been invested in a laddered series of CDs at rates that vary from. We have left \$300,000.00 in the cash sweep for potential emergency needs, and invested in four CDs of \$224,665.38 each (\$898,661.52 total) that will mature in 6 (4.75%), 12 (5%), 24 (4.6%), and 36 (4.15%) months.
- Erin Marsh, Analiese Mattson, and I interviewed several candidates for clerk shifts and hired three of those candidates: Michelle DeMorrow, Makala Goddard, and Oceana Dos Santos. Their applications are included in the board packet.
- The Library has entered into a new partnership with Plainwell Community Middle School in which we are sponsoring an independent reading initiative. The sponsorship will cost the Library \$250.
- On August 3rd we held our annual Summer Celebration party. The Party was sponsored by the Friends of the Library, and was attended by at least two hundred people.
- Janet Ragainis, current President of the Friends of the Library, has agreed to become the President of the Yes Committee for our 2024 millage renewal campaign.
- I represented the Library at the Plainwell Community Schools Vendor Fair on the morning of August 22nd.