

# July 28, 2020 Minutes

## Suring Area Public Library Zoom Meeting

### Members Present:

Director-Jill Trochta

Bette Elbe, President

Town of Maple Valley-Candie Lehto, Lowell Suring

Town of How-Kate Mikle, Ruben Rakow

Town of Breed-Bette Elbe, Marybeth Ascher

Village of Suring-Joe Wicker

Town of Bagley-Barb Truttman

Suring School District Admin.-Kelly Kasper

The July meeting of the Suring Area Public Library Board of Trustees was called to order by President, Bette Elbe and followed by the Pledge of Allegiance.

Agenda- Motion made to amend Agenda by Candie and 2nd by Marybeth and carried, to include discussion due to the resignation of one of the board members. Jill read letter from Helen Miller to resign from the Suring Library Board. We will inform the Village that the Board will possibly be reorganized.

Lowell made motion to accept Minutes from June, 2nd by Candie.

Public input- None

Friends Meeting- Jill reported the Friends Rummage Sale proceeds are \$7,400 and \$108 from candy bar sales. They also contacted Boy and Girl Scouts to assist with 6 Little Libraries throughout our area.

Directors Report- Jill highlighted her report items.

Bins are quarantined for 4 days based on new guidelines.

Aug 17 new software will go live. Jill and staff have been trained on new system. Info Soup discovery will be new system. New system is challenging.

Having difficult workplace conversation 4 week class completed.

17 adults/15 kids registered for Summer Reading Program.

DPI has the letter to be reviewed about becoming class 2 library.

All Townships have approved adding 2 towns to our system.

Treasurers Report- \$34.00 in petty cash this month. No questions.

Financial Report-No questions.

Itemized- \$800.00 donations were given toward SRP.

Disbursements were consistent.

Motion was made to pay bills by Lowell contingent on review, and 2nd by Marybeth and carried.

Old Business- All municipalities approved new library agreement. 9/2 will go to Library Council, then OC Finance Council, then to Full OC Board. Jill and Marybeth are planning to attend meetings.

Budget Preliminary Meeting was held. There will be changes in the proposed budget, and therefore, board will not review at this time. Will keep working on it, and probably will keep somewhat similar as proposed, as everything will change the following year. Budget committee will meet again on Aug. 18 at 10 am Zoom meeting.

Director Annual Evaluation will be conducted before the end of year as proposed to Executive Committee. Lowell suggested sending out to us after Sept. Meeting. Early Nov., will be due, with director review in November.

Directors Health Insurance- Currently Jill is a Suring Village employee, and the handbook indicates there is a choice of Single or Family Coverage. We will follow their handbook. Bette will ask for clarification of this.

Discussion of Directors Certification- Jill will apply for certification as Grade 2 Provisional Certification, after the new Library Agreement is in effect. Jill will need to do continuing education, and will stay certified as long as she stays with the SAPL. Lowell also indicated that if Jill decided to proceed with further education, she should ask the board.

Jill also asked about opening one day a week proposing:

Mon. by appt. or curbside

Tues. open 9-2

Wed., Thurs., and Fri. Curbside

Candie proposed trying it for 1 month to see how it goes. Marybeth asked about school plans. Kelly indicated they have 3 plans. Bring all back, highbred, or distance learning. Kelly is concerned about distance learning as there is poor internet in northern part of district.

Bette indicated that Lakewood is offering 5 days a week by appointment, and wondered about offering appointments more days rather than opening a day a week. We will try the above schedule.

Marybeth made motion to adjourn meeting. 2nd by Joe, and carried.