

Minutes
Board of Trustees Meeting
December 13, 2023



PRESQUE ISLE DISTRICT LIBRARY

- Call to Order** The regular meeting of the Presque Isle District Library Board of Trustees was called to order at 3:04 p.m. on Wednesday, December 13th, 2023, at the Rogers City library branch by Chairman Jeffrey Hopp. Board members present were Trustees Beach Hall, Jennifer Altman, Judy Kimball, and Mary Hentkowski. Absent Art Nash, and Colleen Whitsitt. Staff present were Amber Alexander and Anne Belanger and Daniel Bielas.
- Public Comment** Terri Koss, appointed by City of Rogers City for a term of 3 years was present.
- Minutes** *Moved by Judy Kimball and seconded by Jen Altman to approve the minutes from the November 2023 board meeting. Roll call vote was unanimous.*
- Financial Statements** *Moved by Beach Hall and seconded by Mary Hentkowski to accept the Accounts Payable and Checks Printed since last board meeting. Roll call vote was unanimous.*
- Moved by Judy Kimball and seconded by Mary Hentkowski that the Board reviewed the proposed 2024 Budget. Roll call vote was unanimous.*
- Directors Report** Holiday movie was a success again this year.
January events passed around.
Subscription costs are down as subscriptions cancelled to Ancestry and Detroit Free Press due to lack of use/price increases.
Amber will check into digital subscriptions to share among PAC2 and Northland Library Cooperative members.
Book Bundles were a great success with over 1,300 children's books checked out among the branches. Idea was recommended to the other PAC2 members to increase circulation. Chase Away the Winter Blues with Adult Winter Reading for beginning of 2024.
Puzzle Competition was also successful, and Grand Lake will beginning their own puzzle competition.
Landscaping quote in Posen was very high, will scale back and get some more quotes.
New flooring the staff side and large conference room, will look at getting quotes.
State Aid reporting is over half done.
- Old Business** Rogers City Community Theatre Board members present, Theresa Gibson and Val Schalk, to discuss renewal of current lease. They were directed to review and comment on the *new* lease presented to the Rogers City Community Theatre Board as the current lease has been terminated effective December 31st, 2023. The new lease offers liability protections for both entities.
- Moved by Beach Hall and seconded by Judy Kimball to enter into an agreement with Rogers City Community Theatre at \$900/month effective January 1st, 2024 through January 31st, 2024. All ayes.*
- Amber recommends the Straley, Lamp, Kraenzlein Auditors. Jeffrey Hopp and Beach Hall express agreement. Amount already budgeted into 2024 budget.
- Moved by Beach Hall and seconded by Mary Hentkowski to approve the Audit Proposal from Straley, Lamp, Kraenzlein. All ayes.*
- New Business** *Moved by Mary Hentkowski and seconded by Jennifer Altman to adopt the Notary Services Policy. All ayes.*
- Amber presented the amended Circulation Policy with one correction, to raise the non-resident fee to \$60.

Moved by Jennifer Altman and seconded by Judy Kimball to amend the Circulation Policy with the raise of non-resident fee to \$60. All ayes.

Moved by Beach Hall and seconded by Jennifer Altman to approve the Awe Learning Station at \$3,200 and to use Chatel Funds from CFNEM. All ayes.

Other Business

Moved by Beach Hall and seconded by Judy Kimball to go into Closed Session for Director's Evaluation at 4:27 pm. All ayes.

Moved by Jennifer Altman and seconded by Mary Hentkowski to return to Open Session at 4:44. All ayes.

Moved by Beach Hall and seconded by Mary Hentkowski to give the Director a 3.5% wage increase upon an excellent evaluation. All ayes.

Next Board Meeting

Next meeting will be held Wednesday, January 17th, 2023 in Rogers City.

Adjournment

Meeting adjourned at 5:15 p.m.

Respectfully Submitted: Jennifer Altman