

Minutes
Board of Trustees Meeting
April 10th, 2024



PRESQUE ISLE DISTRICT LIBRARY

- Call to Order** The regular meeting of the Presque Isle District Library Board of Trustees was called to order at 3:00 p.m. on Wednesday, April 10, 2024, at the Posen branch by Beach Hall. Board members present were Trustees Judy Kimball, Colleen Whitsitt, and Jenifer Altman, Mary Hentkowski, Terri Koss, and Art Nash. Staff present were Amber Alexander.
- Public Comment** None.
- Minutes** *Moved by Colleen Whitsitt and seconded by Judy Kimball to approve the minutes of the 3.13.24 regular Board meeting. All ayes.*
- Discussion on how many signs in Grand Lake were going to be replaced by the Presque Isle Township. Amber can and send letter to Board for more clarification.
- Financial Statements** *Moved by Colleen Whitsitt and seconded by Art Nash to accept the Quarterly Financial Statements. All Ayes.*
- Moved by Terri Koss and seconded by Mary Hentkowski to accept the Accounts Payable and Checks Printed since last board meeting. Roll call vote was unanimous.*
- Directors Report**
- Book launch of the Salmon Capital of Michigan will be at Rogers Theater.
Birds of Michigan workshop and Smartphone Photography workshop in Rogers City.
Motown Eagles are coming back on May 18th at Rogers Theater.
Space Days 500+ pairs of solar eclipse glasses were given out between the branches and other outreach efforts. Kelly also did tours of the Onaway library with JoLynn for two elementary classes, kids loved it and gave thank you's to Ms. Kelly and JoLynn.
Millersburg Friends Annual Report was presented.
Sound Erate & Category 2 federal funding, replacement of the wiring for internet at a 85% discount, our cost will be \$4,168.25. This will come out of the general fund and work will begin in the fall.
Next year, the consultant will get quotes for equipment replacement.
Library survey, which hasn't been done since 2017, will provide feedback from patrons.
Teen Librarian Position, Madison Purol will be promoted. She graduates from Alpena Community College with an Associates in May. She will help Kelly and work at other outreach locations.
Daniel will be hiring 3-4 new concessions workers to work with the soon to be graduates before they take off to college at other locations.
Article from Pure Michigan mentions Rogers Theater in an article.
Article in The Modern (art deco) lists the Rogers Theater as one of thirteen other art deco styled theaters in Michigan.
Construction begins on the Concession area on Monday, April 15th, plastic will go up around the opening to help with dust.
- Old Business**
- Grievance process put forth by Beach for future communications issues with Rogers City Community Theater.
- Moved by Art Nash and seconded by Judy Kimball to accept the grievance procedure and send in a letter. All ayes.*
- Beach discussed with the RCCT President to add a door to the upstairs balcony storage area behind the stage to keep others out of the theater storage area and improve children's safety.
- New Business** *Moved by Art Nash and seconded by Colleen Whitsitt to purchase shelving to expand the Millersburg collection at cost of \$6,829 from the Johnson Fund at CFNEM. All ayes.*

Moved by Judy Kimball and seconded by Mary Hentkowski to approve Northern Landscaping and Design, LLC for Posen landscape at a cost of \$8,456.60. All ayes.

Northland Library Cooperative Enhancement Grant will cover \$7,084 of the Posen landscaping, our cost out of budget will be \$1,960.

Auditor urges update to the DesignTeam Contract (Art Ross).

Moved by Art Nash and seconded by Colleen Whitsitt to approve the updated contract with DesignTeam with updated hourly increase from \$65 to \$75. All ayes.

Auditor urges to update the Fixed Asset Policy to increase the limit from \$1,000 to \$5,000 for expenses. The policy has not been amended since 2005.

Moved by Jennifer Altman and seconded by Judy Kimball to amend the Fixed Assed Policy. All ayes.

Other Business

Beach comments that he finds new auditor very competent.

Auditor: Rogers Theater has been added as an asset by the new auditors with plans to set up the theater as an Enterprise Fund. There were some minor line item changes in financials.

Next Board Meeting

Next meeting will be held May 8th, 2024 in Rogers City.

Adjournment

Regular Meeting adjourned at 4:10 p.m.

Respectfully Submitted: Jennifer Altman