

Roscommon Area District Library
Minutes of Regular Meeting, December 3, 2021

Present: Joyce Ballard, Nancy Bresette, Martha Clapp, Anthony Gnesotto, Ann Jordan, June Karjalainen, Lenette Tomak, Director Colleen Dyke, Friend's liaison Linda Udy

Pledge of Allegiance was recited

Public Comments: None

Approval of Agenda: Motion Bresette/Jordan to approve agenda as presented; all in favor

Friends of the Library liaison report: Linda Udy reported the friends had purchased Candy Canes for Christmas in the Village Library events. The third \$1,000 check from Family Fare is in the process of being readied and the Friend's group has \$60,000 of the \$150,000 in receipts needed toward the next Direct Your Dollars reward.

Drawing for the December baskets will be held December 17. Donations for February's baskets are being accepted.

Linda is leaving for Florida so while she is gone reports on the Friend's activities will be provided by Ann or Martha.

Secretary's Report/Correspondence: Nothing to report.

Treasurer's Report: Motion Bresette/Tomak to accept and file; all in favor.

Approval of Bills: Motion Bresette/Clapp to approve bills from check numbers 8041-8085 Roll Call vote: Ballard yes, Bresette yes, Clapp yes, Gnesotto yes, Jordan yes, Karjalainen yes, Tomak yes.

Committee Reports: None

Director's Report: Patron count is moving up closer to normal prior to Covid. 10 new library cards were issued. Christmas in the Village events will be a bit different than planned since the materials ordered are on back order for several months. Santa and Mrs. Clause will be at the library December 11. Next Computer class will be December 14, 3:00-4:30 Android and iPhone classes will also be offered periodically. Crafty Corner will be starting soon. Patrons can bring their favorite craft projects and work on them with friends in the community room the second and fourth afternoon of each month, beginning the second Tuesday of January.

Motion to accept and file Director's report Bresette /Karjalainen, all in favor.

Old Business:

Employee Manual Revisions (problem solving)

After a brief discussion, a motion was made by Karjalainen/Bresette to amend the language on page 27 of the proposed Employee manual to state Library employees who have unresolved problems with the Library Director may request a meeting with the Board of Trustees. The request must be in writing, with a brief explanation of the issue. All in favor, motion carried.

The proposed manual will now be sent to the Mi. Library lawyers for their approval and then will be printed and provided to each employee.

New Business:

Lyon Branch Update:

The new printer is installed, working well, and appreciated. Colleen has offered to help Cindy clean up the clutter at the branch to provide more room. Also with that goal in mind is the plan to have a smaller desk, more in keeping with the size of the area. Weekly staff meeting being held include Cindy so the staff can interact and work together. Sarah is going to help Cindy set up a facebook page for the Lyon branch. Cindy will also start a nonfiction book club, to be held at RADL. Cindy is also looking at starting some programs at the Lyon Branch.

Lenette informed the Board that the office hours for Lyon Township are changing December 13 to 9:00-12:00 and we might want to look at changing the hours the Branch is open to coincide with their hours, but she stated she will be in the office until 3:00 has she has been.

Audit Update:

The audit was completed November 29. It went well. Jim Anderson was pleased to see that Anthony abstains from voting on any issues related to the expenditure of money for his services such as the computer classes, and computer maintenance, and reminded us it is essential that he continues to do so.

IRS Update:

Due to an error some where RADL was notified by the IRS that 10,099.7 was owed and until it was paid there is a lien against the library. All the paperwork has been reviewed by our CPA, and shows no error and nothing owed, but it is evident it will take time to sort this issue out.

Other Matters That May Come Legally Before the Board. None

Public Comments: None

Announcements: None

Motion to Adjourn Jordan/Tomak; all in favor

Respectfully submitted,
Nancy Bresette, Secretary.