

Bath Township Public Library

Meeting Minutes

Wednesday, April 17, 2024

Present: (Board Members) Sue Garrity, Lynn Bergen, Theresa Kidd,
Audrey Barton
(Library Director & Staff) Kristie Reynolds, Jana Slisher, Nayeli Bancroft

Absent: Ken Jensen, Larry Fewins-Bliss

Public Present: State Representative Penelope Tsernoglou and a representative from
State Rep. Sam Singh's office, Don Keller, and a great number of guests
to celebrate Kristie

Next meeting: Wednesday May 15, 2024 @ 6:00pm

I. Regular Business

- a. Meeting called to order at 6:03 pm
- b. Moment of civic reflection.
- c. Break to welcome State Rep. Penelope Tsernoglou – Presentation to Kristie – State Rep. Tsernoglou and a representative from State Rep. Sam Singh's office made a lovely presentation in recognition of Kristie's excellent leadership over the last 7 years as the Director of BTPL. Thank you, Kristie!
- c. Theresa **motions** to approve the agenda with the addition of a resolution regarding the retirement fund and Kristie's departure, Lynn supports, all in favor.
- d. Public comment: none
- e. Disclosures of conflict of interest: none
- f. Theresa **motions** to approve the minutes from the February meeting and our special meeting on 4/3/2024 with one modification to a comment made by Sue, regarding the past cost of a director search. Lynn supports, all in favor.

II. Financial Report

Please see the full Treasurer's Report in April meeting packet. There are two reports in this packet, from February and March. The MSUFCU Dividends are performing well, as reflected in the Treasurer's Reports. Overall, the library's accounts are healthy.

The results from our annual audit are in, and BTPL received very positive results Maner Costerisan. Working with Transparent Bookkeeping has resulted in a more efficient audit process.

Sue **motions** to accept the financial report and 2023 Audit, Audrey supports, all in favor.

III. Director Report

Please see the full Director's Reports in April meeting packet, for March and April.

A multitude of exciting programs took place in early spring, including arts and crafts events, movie-viewing opportunities, book club meetings, children's story times and crafts, game nights, and off-site events at the Bath Twp. Senior Center. Highlights include Irish Day in March, a quilting event for all to enjoy, additions to the Library of Things, multiple fieldtrip visits from first and second grade classes from Bath Elementary, and so much more.

Kristie continues to update policies regarding social media, PTO, the strategic plan and the vision statement. She is organizing carefully for her departure, making sure that all necessary papers and processes are ready for Nayeli to take on as interim director. Nayeli and Jana have each moved up in the librarianship ranks, to levels 3 and 4. Both have stayed busy outside of the library as well, representing BTPL at community events in Bath Twp. and Greater Lansing.

Kristie adds that she and most of the staff attended State Advocacy Day at the Capitol Building last week. After a very successful Solar Eclipse event, followed by National Library Week, there has been much to celebrate and enjoy. At the state level, Kristie attended the State Directors Meeting, which helps BTPL to plan for future legislature changes, funding opportunities and more. She intends to write up a complete report for the month of April before she leaves.

IV. Unfinished Business – Items for Discussion

- a. Options for forming a district library – ongoing updates – Kristie informs us that she created a document detailing all of the steps taken so far, helpful contacts, and any other information we may find useful as we move forward, potentially later this summer. Lynn suggests forming a committee that would speak with the schools about what BTPL has to offer in the absence of a librarian and updated library offerings in the schools.
- b. Hiring a new Director – review proposal from Mortimore Consulting LLC. Sue reminds the Board of the process we went through to search for the original BPTL Director. Brian Mortimore, who worked as a representative of Kent District Library, was instrumental in our successful search and eventual partnership with Kristie.

Sue spoke with Mr. Mortimore, inquiring about the cost of his services once again. His original quote was for over \$12,000. After further discussion and fine-tuning, he returned with a cost of \$9,500 for the services outlined in this meeting's packet. He has a good understanding of our requirements, the field of applicants, and a strong

network. Treasurer Lynn says that BTPL can afford this expense, as the service Mr. Mortimore offers is crucial. She reflects upon the good work he did last time. She asserts that contracted services need to be closely followed, to better budget for these expenses in the future.

- c. Safety Update – Funding a new back door – Kristie spoke again with State Rep. Tsernoglou about available funding. Her response was favorable, and we will wait for more information. Nayeli spoke with the Mid-Michigan Autism Association about funding as well, regarding this project and the addition of handicap buttons for the bathroom doors.

V. Unfinished Business – Items for Action

- a. Vote on proposal from Mortimore Consulting - Sue **motions** to accept this contract from Mortimore Consulting, LLC and move money from the IMMA account. Lynn seconds, all in favor.

VI. New Business - Items for Discussion

- a. Acceptance of a resolution which removes Kristie as the authorized representative of the BTPL retirement fund, due to her impending departure. Nayeli will step in as the newly appointed authorized representative. Please see the full resolution in this meeting packet for the complete wording.
- b. Policy Updates include a modernized take on the use of cell phones in the library.

VII. Items for Action

- a. Possible vote on Patron Behavior policy - Sue **motions** to accept this new version of the Patron Behavior Policy. Audrey seconds, all in favor.

VIII. Closing

- a. Public Comment: Don Keller suggests that within the recruitment process for a new Director, request a clause that if the newly recruited Director leaves quickly, Mortimore Consulting relaunches the search at no cost. He also suggests a clause about ending the service early, if needed. These would protect the library's interests.
Jana adds that the Michigan Township Association featured the BTPL Solar Eclipse party and featured a photo of two of our young patrons (Zack Slisher and Henry Barton). Neat! She adds that her recent visit to Cole Academy was a great experience, and she made many new connections at this nearby charter school. Their student body includes many Bath residents. Thanks for representing BTPL, Jana!
- b. Board Member Comments: Sue adds how excited she was to attend the Library Advocacy Day event at the Capitol alongside so many friends from BTPL.
- c. Sue **motions** to adjourn the meeting at 7:18. Audrey seconds, all in favor.

(Minutes recorded by Audrey Barton, Secretary)