

Bath Township Public Library

Meeting Minutes

Wednesday, December 13, 2023

Present: (Board Members) Sue Garrity, Lynn Bergen, Larry Fewins-Bliss
Ken Jensen, Theresa Kidd, Audrey Barton
(Library Director & Staff) Kristie Reynolds

Absent: none

Public Present: Nayeli Bancroft, Jana Slisher

Next meeting: Wednesday, January 17, 2024 @ 6:00 pm

I. Regular Business

- a. Meeting called to order at 6:00 pm
- b. Moment of civic reflection.
- c. Audrey **motions** to approve the agenda, and Theresa supports, all in favor.
- d. Public comment: none
- e. Disclosures of conflict of interest: none
- f. Theresa **motions** to approve the minutes. Larry supports, all in favor.

II. Financial Report

Please see the full Treasurer's Report in the December meeting packet. Treasurer Lynn assures us that the BTPL savings account is doing well, and the overall fiscal year's expenses look good. Lynn adds: "We are in good shape, folks!"

III. Director Report

Please see the full Director's Report in the December meeting packet. BTPL prepares to say goodbye to two staff members, Harrison, and Christine, who are moving on to new adventures. This means that the circulation department is seeking a new team member!

The library's in-person and online programming are drawing lots of attention. How fun! Last month's building-wide displays about Native Americans were appreciated by patrons. Kristie and the staff have been busy attending community events and hosting book clubs, story times, and craft events. The library is a trendy space for the after-school crowd.

Kristie is working on plans for the Michigan Notable Books celebration in April. It's sure to be a great event. She continues to serve in groups and on committees with MLA and other organizations.

around the state.

The library continues to make technology upgrades, most recently to improve Wi-Fi on some devices. Kristie has also continued work on updating policies and procedures and investigating the possibility of becoming a district library.

IV. Unfinished Business – Items for Discussion

- a. Options for forming a District Library – Kristie spoke with Superintendent Hartsig about partnering with the school district, which helps us forecast what the school board will focus on in the next few years. It sounds like the school board is indeed interested in finding more ways to work together.
- b. Fund Investment Possibilities – Kristie and Lynn met with MSUFCU and received good advice. It's recommended that the library's Spartan Saver savings account balance be transferred to a business savings account (IMMA), which will allow us to draw more interest while remaining fiscally conservative. They also recommended investment in the MSUFCU money market, which is an investment opportunity to ensure the principle remains and the library can draw in some extra. Investing in CDs is another safe strategy. Kristie cross-referenced with many other local banks, and MSUFCU is offering the best deal.

Lynn **motions** that Kristie move ahead with transferring the savings from the Spartan Saver to a business IMMA and transitioning the checking account to a money market business checking account: Ken seconds, all in favor.

Lynn **motions** that we get a 1-year add-on certificate for a total of \$75,000 from our savings balance, with MSUFCU. Ken seconds, all in favor.

- c. PTO Policy Changes – These updates are suggested to simplify end-of-year PTO tracking, allowing for up to 10 roll-over hours in January, and clarifying the policies for all employees. These updates align with state-level legislation that is still in litigation. This topic will be returned to January's agenda.

V. Unfinished Business – Items for Action

- a. none

VI. New Business - Items for Discussion

- a. Additional Budget Adjustments (as needed) - Kristie's adjustments include minor changes to balance out where categories are above or under the expectation.
Lynn **motions** to accept Kristie's adjustments. Ken seconds, all in favor.
- b. Meeting Schedule for 2024 – The suggested dates are to continue meeting on the third Wednesday of each month. Audrey **motions** to approve this list with the changes of January (changing from the 24th to the 17th) and June (the 19th changing to the 12th). Sue seconds, all in favor.

VII. Items for Action

- a. Vote to approve budget adjustments (see above)
- b. Vote to approve meeting schedule (see above)

VIII. Closing

- a. Public Comment:

Jana shares that Norm Fasteners was discussed at the recent school board meeting, and there's a lot of positive buzz about this major addition to the community. Jana continues to strengthen the library's relationship with the public school system.

Nayeli shares that the library's newest program, Espresso Bees, happens every Tuesday from 9-10 am. Patrons are welcome to enjoy coffee, read, and connect. Join us!

- b. Board Member Comments: none
- c. Theresa **motions** to adjourn the meeting at 7:05.

Ken seconds, all in favor. (Minutes recorded by Audrey Barton,

Secretary)