

Bath Township Public Library

Meeting Minutes

Wednesday, July 20, 2022

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

Absent: Ken Jensen

Public Present: none

Next meeting: Wednesday August 17, 2022 @ 6:00pm

I. Regular Business

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

II. Financial Report

Please see the full Treasurer's Report in July meeting packet. Discussion about the new financial reports presented by Transparent Bookkeeping LLC, and a discrepancy in the checking account amount in the report provided. Kristie will investigate this and clarify the imbalance. Penal fines will likely arrive next week. Lynn reports that as we reach the half-way mark of June 2022, overall expenses are at 53.6%.

Lynn presents data from 144 libraries (Class 3 and Class 4) from across Michigan, in the interest of justifying raised salaries for employees of BTPL. Under consideration are millage amounts, property and facilities costs, and the communities served. The data is by nature incomplete and does not include employee longevity/seniority. 27 libraries were deemed to be most similar to BTPL in these regards. Lynn found that the average annual salary for library managers is 50k to 63k for manager salaries, 30-40k for staff librarians, clerks averaged \$11-14/hour. This information will be valuable when considering and advocating for future raises. Lynn hopes that Transparent Bookkeeping can synthesize this information for the Board, moving forward.

Board members state their appreciation Lynn put forth to gather this information. Lynn asks that this be revisited at the August meeting, with even more data and projections provided.

The board requests too look at the current volunteer policy at the August meeting, with the thought of updating the volunteer policy and jump-starting volunteer opportunities at BTPL.

Sue motions to accept the financial report with the caveat that there is a discrepancy to resolve, Larry supports, all in favor.

III. Director Report

Please see the full Director's Report in July meeting packet.

June was another busy month at BTPL. Staff changes include the addition of Kasey Horan. Welcome, Kasey! Program attendance has continued to be successful, including well over 200 summer reading program participants. Story times and other community outreach events are popular.

A new fleet of 5 Surface tablet/laptops is now available to patrons, and the grant used also other technology upgrades including an outdoor sound system. Monthly totals for items checked out, program attendance and other interactions are way up. The board discusses potentially underutilized services, like the Michigan Activity Pass and access to Ancestry.com.

Lynn brought to the board's attention an email from MLA regarding State Aid to Michigan libraries. Kristie explains further about how the monies are allocated to different libraries (including school libraries).

IV. Unfinished Business – Items for Discussion

- a. Strategic Planning – Sue, Lynn and Kristie recently met to discuss and design a rough draft of a community survey. Kristie seeks further input from the board this week. Kristie will next meet with Kate from Woodlands Co-op to further develop the survey.

V. Unfinished Business – Items for Action

- a. none

VI. New Business - Items for Discussion

- a. Upcoming state budget – addressed during the financial report
- b. Shirts & Merch – Kristie presents a simple t-shirt design featuring the BTPL logo, with some modifications to improve logo clarity. Her initial thought was to provide them to staff and volunteers, but there seems to be an opportunity for fundraising by BTPL Friends, as well. The t-shirts are produced in Portland, Mi.
- c. Salaries and Wages – Potential minimum wage change. Sue shares that it is expected to be a slow process in the courts, with no immediate change in minimum wage.
- d. Potential early closing of the library at 2pm on Saturday, July 30th, due to staffing complications. Typically, the library is open until 4pm on Saturdays.

**VII. Items for
Action**

- a. none

VIII. Closing

- a. Public Comment: none
- b. Board Member Comments: Kristie mentions Maner Costerisan appreciation night at Spartan Stadium, and encourages the Board to attend, Aug. 30th. Lynn shares that Bath, Mi first got its name from James & Betsy Smith 1837, settlers on 300+ acres that would eventually become Bath Township. The Smith family was Clinton County's first settlers, and they came from Bath Township, New York. They named our township after their former home. (source: A History of Haslett Lake Lansing Area, written in the 1950s and updated in the 1970s).
- c. Larry **motions** to adjourn the meeting at 7:27. Sue seconds, all in

favor. (Minutes recorded by Audrey Barton, Secretary)