

**Shelby Area District Library  
Board Meeting Minutes  
Tuesday, June 27, 2023 at 5:30 pm**

**Attendance:** Heidi Fleming, Connie Near, Jay Burrows, Amanda Mazur, Ann Campagna, and Library Director Tiffany Haight.

**Not in Attendance:** Margaret Clune

**Call to Order:** The meeting was called to order by Heidi at 5:36 p.m.

**Additions to Agenda:** L4029 Tax rate request to Oceana County

**Public Comment:** Cindy McKinnon, President of the Friends of the Shelby Area District Library, discussed plans for the upcoming Library Open House. She said that the Friends could bring a yard game set, cookies and lemonade as well as the group's banner, pamphlets and possibly a popup tent if needed. Name tags/lanyards for Friends and board members were also suggested.

Cindy, Tiffany, and the board brainstormed additional open house plans including: finding a Spanish speaking volunteer to translate to Hispanic attendees, publicizing the event locally (Oceana Echo, library newsletter, the Ladder announcement sign), and having different stations for patrons to visit each highlighting a different library service. Guests would receive a stamp for each station visited allowing them to enter the drawing for a gift basket.

**Minutes:** A motion to approve the May meeting minutes was made by Connie and seconded by Ann. Motion carried.

**Financial Report:** Ann had a question about multiple charges from Brickley DeLong and Tiffany clarified the charges were both from the annual audit but that it is billed in two increments.

As of June 26, 2023 totals for the accounts were:

Savings – \$139,070.70

Checking – \$5,826.52

CD - \$12,578.98

Total - \$157,476.20

A motion to approve the May Financial Report was made by Ann and seconded by Connie. Motion carried.

## **Unfinished Business:**

Hoopla - Tiffany spoke to Hart Area Public Library (HAPL) director Kathleen Rash who reports Hoopla's popularity continues to grow. Average cost is \$2.24/circulation. Their budget is \$560/month with 70 users and 252 circulations in May 2023. They capped circulations at 10/month. Anyone in the circulation area has access to the service and minor cards have built in settings. HAPL has been paying in \$1000 deposits but may increase to \$2000 soon. Rash reports pros of the service include: popular with patrons, no wait for checkouts, and different authors and materials are available. Cons: another expense for materials that you don't own, records don't upload automatically, app not as user-friendly as Libby. After further discussion about the service, it was generally agreed upon that investing in Hoopla on a trial basis was low-risk and could be a major benefit to interested patrons. It was suggested that launch of the service be promoted at the upcoming Open House and tutorials on how to use it be available at a station there.

A motion for the library to acquire Hoopla was made by Connie and seconded by Amanda. Motion carried.

## **New Business:**

CD Renewal – The 48-month CD matures July 8, 2023. Jerianne asked for approval to use her discretion in deciding best rate/length. Jay suggested a shorter-term CD due to the current national economic environment.

A motion to allow Jerianne to use her discretion in finding best rate CD with a term of 1 year or less was made by Ann and seconded by Jay. Motion carries.

Lawn Mowing – Tiffany and Rusty Haight no longer have time to manage lawn mowing services at the library. She spoke to Alex Katt of A-Katt's Complete Care and got an estimate for lawn mowing services billed monthly. Depending on start date and other circumstances, total charges for the season would be approximately \$780.

A motion for the library to hire A-Katt's Complete Care was made by Connie and seconded by Ann. Motion carried.

Annual Meeting for MMLL – Tiffany requested the library be closed on September 21, 2023 for the staff to attend the meeting.

A motion for the library to close the library on September 21 for staff training was made by Connie and seconded by Ann. Motion carried.

**Tabled:** L4029 Tax rate request to the county, savings account signatory addition, and CD signatory deletion/addition were all tabled until the August board meeting.

**Friends of Library Report:** Next meeting Thursday, July 13 at 5pm in the meeting room. The Friends Book Sale is Saturday, August 19 from 9am-1pm

**Director's Report:**

Tipping the Scales Exotic Animals Experience will happen on July 27<sup>th</sup> at 11:30am on the library lawn. It drew a large crowd last year and Tiffany hopes it will again this year.

Tiffany will attend New Era Farmers Market on Tuesday July 11<sup>th</sup> to do a story time

Tiffany will deliver open house flyers to local township offices in next few weeks

Local author Barbara Kompik will be at the library on Saturday, July 22 from 10-11am for a book signing

There will be a Medicare 101 seminar Wednesday August 2<sup>nd</sup> at 3pm in the reading room

Tiffany will be away on vacation August 9-13<sup>th</sup>

The meeting was adjourned by Heidi at 6:34 pm.

Submitted by

*Amanda Mazur*

Board Member

**Next Board Meeting  
August 22, 2023 in the Meeting Room at 5:30 pm  
NO MEETING IN JULY**