

Fruitport District Library Board of Directors
Regular Meeting
Wednesday, September 15, 2021

The meeting was called to order by President R. Dillon at 5:45 p.m.

Present: L. Oldt, R. Woodward, R. Dillon, B. Overkamp, C. Koon. A. Johnston, J. Rule were excused. Also, present Bill Weimer.

The agenda was approved.

Secretary's Report: Minutes from the August 2021 meeting were approved as read.

Discussion was held regarding the possibility of forgoing the reading of minutes in the future in order to save time. If everyone reads them when received and reviews them prior to the meeting, reading aloud may not be necessary

Library Report: No formal report was available at this time but discussion was held during old business.

Treasurer's Report: Trustee Dillon presented the finance report and bills to be approved. Bill Weimer's hours were added in, bringing the total to be approved to \$5,468.82.

Trustee Dillon purchased a plant at Meijer for Mary's funeral totaling \$58.28.

Indeed billed us \$100 for August, but then billed \$436.94. Trustee Dillon says we will not pay this. She has contacted them. The credit will be on the next month's financials. Canvas King's invoice was received and was paid. Motion by Oldt, support by Koon to pay bills totaling \$5,468.82. Motion passed unanimously by roll call vote.

OLD BUSINESS

Library Hours/Library Report: Discussion was held regarding library hours. Trustee Dillon stated that Becca is no longer able to guarantee that she will always be available for Tuesdays and Thursdays. Amanda is working on a schedule making every effort to keep the library open for regular days/times. She has published all the postings we have asked for. Rose will send us the October schedule as soon as it is completed. If necessary, we may need to be closed on Tuesdays and Thursdays.

Given the large number of books being purchased lately, we will check with Amanda to see if that means she is also "weeding" the collection. If so, we want to be sure that any items removed be given to the Friends to use in the Book Nook.

Discussion took place regarding the temperature in the library and what the air is currently set at. (Pat has complained of it being extremely cold.) Optimally it should be between 75-78 degrees. Trustee Dillon says there is a check list for the staff to use upon arrival and departure to assure that air/furnace is properly set, as well as lights, dehumidifiers, locks, etc. She will look for this and make sure it is being utilized.

The Friends will be starting book sales up again very soon. Julie told Trustee Dillon that she had to empty the dehumidifier once. Bill will make sure it gets emptied on Tuesdays and Thursdays and Trustee Dillon will make sure that that item is on the daily check list, as well.

Update on Library Director Search: We still have not received any outstanding applications for this position. It has been posted on Indeed.com and Liked-In as well as the Library of Michigan,

which we believe has passed the information on to some of the state's universities. The personnel committee will be meeting following this meeting to review all applications. We will also be posting for the library assistant's job in F.A.N., as well as on the library's Website and Facebook page. Trustee Dillon will also explore placing an ad on MLive.

Maintenance Report:

- Bill reported that we have recently had some septic issues. A gentleman came from Rapid Plumbing; spent about 5 hours; Left a huge mess, including unfilled holes; did not complete repairs, but sent a bill for \$504.94. Rapid demanded immediate payment, so it was put on the credit card. Trustee Dillon will contact them, however, requesting that they discount the total cost, due to the mess they left and the liability issues that could have arisen because of that.
- An electrician had to come to rewire the system and all seems to be working well now. (Bills have not yet been received for this service.)
- West Michigan Septic came and pumped, but didn't re-cover the lid as they should have. Bill also wonders if there is an issue with the drain field. Seems odd that it needed pumping after only 2 years, considering that much of that time the library was closed and only offering curb side service and the restrooms receive very little traffic. Bill was also given the go-ahead to spend money to properly cover the septic and lift pump with pavers and/or grass seed.
- Bill was concerned about the air-conditioning filters. We should be on a regular schedule with Jewitt Heating and Cooling, so he will call to make sure that takes place.
- Bill reported that our old Toro self-propelled lawn mower won't start. Since the village is mowing anyway, it was decided, following discussion to trash or donate it. Bill also noted that he changed batteries in all smoke detectors and will look at the carbon monoxide detector as well.
- Bill has done some preliminary searching into the problem of our "foggy" windows. Trustee Rule reported that they had window replacement and have been pleased, but did not have costs available. Bill will continue to look into this issue.
- Bill will post a sign so that Kasper Cleaners do NOT empty their bucket into the mop sink, as this may be causing some issues.

Trustee Dillon noted that we had a large inventory of old metal shelving in storage that needed to be removed, so she gave permission to the township to dispose of it.

NEW BUSINESS

We still have not purchased books in memory of Mary Weimer. Bill stated that Mary loved mysteries, so Trustee Dillon will ask Amanda to look for some appropriate titles.

Meeting adjourned at 7:50 p.m.

Respectfully submitted,
Ruth Woodward