**Fruitport District Library Board of Directors**

**Regular Meeting**

**Wednesday, March 19, 2025**

The meeting was called to order by President Rose Dillon at 5:31 p.m.

Present: Rose Dillon, Ruth Woodward, Bill Overkamp, Anna Dudas, Nan Riekse, Pat Walstra

Excused: Junella Rule

Also, in attendance: Matt Lubbers-Moore, Bill Weimer, Donna Esche, and Dave Markgraf.

The agenda was unanimously approved as presented.

**PUBLIC COMMENTS:**  None

**REPORTS**

Library Report: The Director provided highlights of the written report that board members received prior to this meeting. He has started to make more of a conscious effort with social media to have the library and events posted since that seems to help bring people in. By doing this in the last month there has been an increase in Storytime attendance. They are working on standalone book lockers for the $10,000 grant for disability friendly access to library in the Cloverville area. They are still brainstorming as well as he has some different informational meetings he has to attend prior to receiving money.

There have been fewer people in the library and use has decreased. The thought is most likely related to the year before when numbers were at an all-time high. Matt will continue to track patron and library user’s attendance.

Secretary’s Report: Motion by Bill supported by Nan to accept the minutes as written. Motion passed unanimously.

Building Report: Bill has been out for illness, he will start working on the door quotes. No new changes.

Treasurer’s Report: A review of financial information was presented by Trustee Dillon.

A motion was made by Trustee Nan, supported by Trustee Bill to approve payment of February bills totaling $5,704.71. Motion passed unanimously by roll call vote.

**OLD BUSINESS**

New library locations: Dave Markgraf from the Fruitport Township Board of Trustees was present to ask what our thoughts were of his presentation at the last meeting. He stated he does not represent Township, but as a person thinking about libraries and progress. They do think there is a 10-acre lot which the board has walked before that maybe could lead to shared use for library and township to build a library, community room, as well as possible pickleball, dog park, or other community center type area. It is located by the new development on the west side of Fruitport Township. He is wondering what our next steps are or thoughts on this. As a board, we addressed that we would need to see what the township board’s thoughts are before the library board could begin talks. We discussed possibly having 2 locations if the township were to partner, keeping one at Pomona Park and one at new library location. David stated he would talk to the township on their thoughts as well as the Downtown Development Authority Board about getting water and sewer to this location and go from there. Board is open to hearing what this relationship would entail to help aid in our next steps decision. We are hoping to make a timely decision.

Camera for back door: Bill Overkamp looked into security cameras for the back door. It appears that we can buy one for around $170.00. It could be an app on the staff's phone vs device on the wall next to the door. Now that we know the price, he is going to look into the best model for us and if there are subscriptions and more information. We think batteries operated with lights would be helpful. We are open to the phone vs mounted to the wall. We do not want a subscription if possible.

**NEW BUSINESS**

Approve FYE 3.31.26 Proposed Budget: Budget was reviewed and we did increase our spending on Hoopla otherwise no large differences and a motion by Bill to approve FYE 3.31.26 budget without changes and supported by Nan. Motion passed unanimously by roll call vote.

Approve Forrest Tax and Accounting proposal increase: Our accounting firm has raised their prices by $50.00 a month. A motion by Nan to approve the increase in Forrest Fees to $450.00 per month was supported by Pat. Motion passed unanimously by roll call vote.

Approve Director Matt Lubbers-Moore Eval: A wage increase of 4% was proposed for Matt as well as his evaluation was reviewed by board. A motion by Nan to approve Matt’s evaluation and wage increase to 4% was supported by Anna. Motion passed unanimously by roll call vote.

We also discussed since our review was a few months later than his annual hire renewal date, to retro pay him the increase from his hire date anniversary of November 22nd. A motion by Nan to back pay him for this 4% increase from his anniversary of hire date anniversary was supported by Bill. Rose will ensure this happens with accounting. Motion passed unanimously by roll call vote.

Approve additional summer library staff: Due to vacations occurring at the same time this summer along with staff members caring for their parents, there has been a shortage of staff and they are looking for some relief. The staff is looking to hire a substitute who could help at the library with operating desks, shelving books, and covering hours. They currently have one person interested and are hoping to find another. It will take 1-2 days to be trained, and then they could fill in as needed. Pay to start at $13/hr. A motion by Nan to approve the following summer substitute staffing of 2 people at $13 an hour with 1-2 days of training was supported by Bill. Motion passed unanimously by roll call vote.

Sick Pay: Due to new Michigan laws we do have to offer sick pay to our employees. We discussed accrual vs front loading of sick pay. We discussed front loading may not be as fair since people’s hours change throughout the year. We discussed that if possible for accounting to do this we think accrual would be the best option. Rose stated she would talk to them and get it set up. Matt was informed that there will have to be a way to track this from his standpoint. A motion by Anna to have an accrual for the sick time required by the state was supported by Pat. Motion passed unanimously by roll call vote.

**PUBLIC COMMENTS:** None

Motion by Bill, supported by Anna to adjourn. The meeting was adjourned at 7:17 p.m.

Respectfully submitted,

Anna Dudas