



## South Haven Memorial Library July 12, 2022 Minutes

### Members:

Lois Howard–President  
Jean Stein –Vice President  
Marilyn Bertorelli –Treasurer  
Marge Lampe -Secretary

Ida Sledge – Trustee  
Liz Smith -Trustee  
Elaine Shumaker- Trustee

Also Present: Elaine Fluck and James France, Director

**Call to order:** The meeting was called to order by president, L Howard at 7:00 p.m.

**Approval of minutes for meeting on June 14, 2022:** Motion for approval by L. Smith, supported by J. Stein. Motion carried. A copy will be sent to city council.

**Approval of agenda for July 12, 2022:** Motion for approval with addition of director's salary discussion to New Business: by M. Bertorelli, supported by J. Stein, motion carried.

**Public Comments:** None

**Treasurer's report:** Operations-**Total income:** \$7,289.59, **Total expenses:** \$33,945.32, **Vendors' bills** totaled \$40,069.37 for the month. Motion to pay vendor bills by L. Smith, supported by J. Stein. Motion carried.

### **Director's Report:**

- Overdrive checkouts-703, MEL: Borrowed 157, Loaned 60; Patrons through the doors: 3370, Small Meeting Room uses: 48
- Currently waiting for the following: security cameras and shelving pieces. Patron computers are still in process as well.
- Concrete work for ramp from parking lot is complete. Office blinds have been installed.
- There was a power outage Sunday, July 3 due to a squirrel in the transformer. Function to the library took until Tuesday that week. Due to this outage, HVAC condensers were fried and repaired by the end of the week.
- Scheduled Programs: Mark Twain Program 7/13 at 7pm; Stars & Planets by Rick Olson: 7/16 at 11am; Bee-Bots by MSU Extension: 8/10 at 1pm.
- An author visit is scheduled August 13 with Pamela Symonds for 11-3.
- Hotspots have been catalogued and Hot-Spots will be offered for loan soon
- J. France reported that he had a fall while carrying books down some steps. He was seen in the Emergency Department at Bronson and is on restrictions currently.
- J. France reported that he will be in Hawaii July 21 – August 18 to assist his daughter with medical care but will work remotely. Becky and Gail will be in charge on site.

**Correspondence:** None

**Old Business:** None

### **New Business:**

- Nominations for Board Officers: The slate was presented as follows: L. Howard, president; J. Stein, vice-president; M. Lampe, secretary and M. Bertorelli, treasurer. There were no nominations from the floor. Motion to accept the slate and approve the positions: I. Sledge; Support: E. Shumaker. All voted in favor.
- Discussion re: Director's raise: L. Howard reported that all employees received a 4% raise this year. J. Stein moved to give director the same raise as other staff; E. Shumaker supports. Discussion regarding J. France's willingness to do extra through the building renovation process that was above and beyond normal requirements for Library Directors. The idea of a bonus or other additional reward for the director was presented. Research will be done by L. Howard and M. Bertorelli to determine the best method available to the board to reward exemplary service. Results will be reported in August. All were in favor.

### **Board Comments:**

- J. Stein reported that a Rotary member approached her about the unmatched paint on the north exterior wall and wanted to assist in some way. J. France will get quotes to have a painter paint the whole lower area of the north wall so that there will be touch up paint if needed.

**Adjournment:** Motion to adjourn by J. Stein supported E. Shumaker: meeting adjourned at 7:30 PM.

**Next regular meeting: August 9, 2022 – 7:00 PM**

**Respectfully submitted,  
Margery Lampe, Secretary**