



## South Haven Memorial Library April 11, 2023 Minutes

### Members:

Lois Howard–President  
Jean Stein –Vice President

Marilyn Bertorelli –Treasurer  
Marge Lampe –Secretary

Also Present: Elaine Fluck, James France, director

**Call to order:** The meeting was called to order by president, L Howard at 7:03 p.m.

**Approval of minutes for meeting on March 14, 2023:** Motion to approve by L. Smith, supported by J. Stein, motion carried.

**Approval of agenda for April 11, 2023:** Motion to approve agenda by M. Bertorelli supported by E. Shumaker, motion carried. A copy will be sent to city council.

**Public Comments:** E. Fluck complimented the board members who participated in the Reader's Theater. Also, she noted that the acoustics in the updated Community Room are very good. Second, she commented that she is disturbed that one cannot turn right when leaving the parking lot to exit going north.

**Treasurer's report:** Operations-**Total income:** \$465,199.67. **Total expenses:** \$35,370.94, **Vendors' bills** totaled \$32,993.31 for March. Debit Card: \$815.96 Motion to pay vendor bills by J. Stein, supported by L. Smith. Motion carried.

**Renovation Budget Report:** Total Income: \$35,897.18; Total Expenses: \$0

### Director's Report:

- Overdrive checkouts-894, MEL: Borrowed 292, Loaned 84; Patrons through doors: 2,924. Small meeting room uses: 90; Community Room uses: 161.
- Upcoming programs:
  - Thursday, April 13, 6pm: Come Explore Italy
  - Saturday, April 15, 11am, Lego Club
  - Thursday, April 20, 6pm: Come Explore Switzerland
  - Tuesday, April 25: Library Advocacy Day. J. France will be in Lansing with state-wide librarians.
  - Saturday, May 6, 11am: Story Walk at Liberty Hyde Bailey Museum. A partnership between the Bailey and the Library: "Bat's Night Out"
  - Thursday, May 18, 6pm: How to Set Up a Home Recording Studio
  - Saturday, May 20, 11am, Lego Club
- Discussion regarding potential uses for Jack Cook Estate distribution in the amount \$400,000: J. France presented the following list of potential uses for the funds. Computer Activity Table; Art Rails; Microfilm Equipment; Updating website; Update of catalogue system; Increase budget allowance for programming; Collections; Searchable Newspapers; Endcap activities and Hoopla. J. France added two additional items: A Library of Things and replacement of paving stones on the south side of the library with concrete. J. France will prioritize and provide costs as well as recommendations regarding what should go into the next year's budget.

**Correspondence:** None

### Old Business:

- J. France presented the retyped policies and noted that no changes have been made to them.
  - Gifts Policy: J. Stein moved to accept as written, M. Bertorelli supports: policy accepted.
  - Donation of Materials Policy: L. Smith moved to accept as written, E. Shumaker supports: policy accepted.
  - Acceptable use of Library Computers and Internet: E. Shumaker moved to accept as written, L. Smith supports: policy accepted.
  - Privacy Policy: J. Stein moved to accept as written, L. Smith supports: policy accepted.
  - Fax Machine Policy: E. Shumaker moved to accept as written, L. Smith supports: policy accepted.

**New Business:**

- L. Howard reported that she, L. Smith, and I. Sledge met to review the director's performance. A positive review was given and reviewed with the board. Of special note was the Grand Opening Celebration and the new sculpture dedication: both were very successful. Also highlighted was programming which has been dynamic and enjoyable. The evaluation committee recommends a raise for the director that will be voted on at the May meeting.

**Board Comments:**

- L. Howard brought to the board's attention that her term will end this year and she has served two terms. One application for a board seat has been received at the city.
- The Library Book Club is reading "The Boston Girl" and will meet May 1 at 2pm.
- M. Lampe reported that she will meet with Diane Rigozzi to discuss a possible partnership with Senior Services and the Library to provide home bound seniors with books delivered to their homes.

**Adjournment:** Motion to adjourn by J. Stein supported by I. Sledge, meeting adjourned at 7:50PM.

**Next regular meeting: May 9, 2023 – 7:00 PM**

**Respectfully submitted,  
Margery Lampe, Secretary**