

Community District Library Board of Trustees
Board Meeting Minutes
October 23, 2024

Opening

The regular meeting of the Community District Library Board of Trustees was called to order at 7:03 p.m. on October 23, 2024 by Board Chair, J. Bowers. Followed by the Pledge of Allegiance.

Present

Judy Bowers, Geraldine Hagadon, Maria Cuthbert, Mary Julian, Terry Mc Hallam Leduc, Elaine Prine.

Absent: Janine Wilk.

Also present: Jami Cromley, Linda Hudecek and Karen Hornus

- **Approval of agenda:** Motion made by E. Prine, to approve the agenda, seconded G. Hagadon. Motion accepted.
- **Approval of minutes:** Motion made by G. Hagadon to approve the September 25, 2024 regular minutes, seconded by E. Prine. Motion accepted.
- **Approval of payment of bills:** Motion forwarded from the Finance Committee to accept payment of bills (checks #8612-8629) and online payments in the amount of \$ 25,119.80. Roll call. Motion accepted.
- **Approval of the monthly budget report:** Motion forwarded from the Finance Committee to accept report dated October 2024. Motion accepted.

Citizen comments: None.

Communications Received: None.

Old Business:

- None.

New Business:

- Motion was made by G. Hagadon and seconded by P. Fraser, to adjourn the board meeting at 7:10 for closed session to discuss the Directors Evaluation, motion carried.
- Motion to reconvene at 7:25 was made by G. Hagadon, and seconded by E. Prine.
- J. Bowers suggested to move to an updated evaluation form, as the current form has been used for them past 4 years and asked for an updated form for next year.
- Board members presented the Director with the results of the annual evaluation with a 2% increase in salary and 2% increase in IRA withholdings. Motion was made by G. Hagadon for increases to begin next pay period, seconded by E. Prine, roll call, motion accepted.

Citizens Comments: Karen Hornus commented on the Corunna Cook Book Club and how she has enjoyed the dishes that have been shared.

Director Report:

- Five staff members attended the annual MLA conference held in Traverse City, and came home with information and ideas to improve library services. Jami thanked the board for allowing them to attend.
- The TLN tech support team will be visiting all of the branches to diagnose any issues with networking, software, etc.
- The new patron catalog, Biliocore/Bibliocommons has been placed on the website for patrons to be able to create their accounts and begin using it, the formal launch will be November 4th. At this time there is no app, it will be available soon. This should give patrons a better experience searching and requesting materials.
- The 2023-24 Audit is nearing completion and AHP will give the summary report at the November meeting.
- Jami will begin staff evaluations.
- The Byron building project has cleared some of the site and land use permits, with bids to be opened October 30 for building contractors.

Board Comments: None.

Adjournment: 7:47 p.m.
Recorded: L. Hudecek