

Dorothy Hull Library
Windsor Charter Township
Library Board Minutes
December 10, 2020

Due to the COVID-19 Pandemic restrictions, the following meeting was conducted via Zoom;
Present: Robbins, Gould, Watson, Wood, Kyler, Runels, Wagemaker, Sanders

President Robbins called the meeting to order 6:04 p.m.

Public Comment: None

Minutes: Motion by Runels, support Watson to approve the minutes of November 19, 2020 after adding Veterans Day to the list of 2021 Holidays. Motion Carried. 6-0

Reports:

- a. The financial reports were tabled until the next meeting due to the Township migration to new accounting software. The reports will be emailed to all trustees when available and reviewed for the January meeting.
- b. Circulation Report: Circulation was down somewhat which may be due to the change in seasons.
- c. Director's report: Wagemaker has been accepted into the University of Michigan's Next Level Leadership in Small and Rural Libraries and talked about what she would be doing. She also mentioned she would be given a \$1,000 stipend for professional needs, which could assist in the purchase of a laptop computer. She will also receive an \$1000 stipend to support a project in our community. Whatever is purchased will remain with the library. Sanders said it is quite an honor to be accepted.
- d. Funding Report: Robbins spoke regarding a meeting with the township regarding library funding. Discussion. Robbins, Sanders and Wagemaker will work on a report on library use, needs and funding to be presented to the township at their next meeting and asked that any suggestions board members might have, be forwarded to him.

Regarding use, Sanders mentioned she is encouraged by consistent enrollment of new members. There was discussion that marketing what the library has to offer is challenging during the Pandemic, other than using Facebook, the Web site and Holt Public Schools newsletters.

Unfinished Business:

- a. Budget amendments have been tabled until the next meeting due to the lack of financial reports.

New Business:

- a. COVID-19 Response Policy Changes - Sanders stressed that additional language is necessary as required by the Library of Michigan. Discussion regarding health safety measures that differ county to county. Motion by Runels, support Gould to approve changes to the COVID 19 Response Policy along with the addition of the Michigan Department of Health and Human Services (MDHHS) to the guidelines followed under **Exposed and asymptomatic**. Motion Carried 6-0.

- b. The issue of library and director goals for 2020 was discussed. Watson asked that members forward their reports to her by January 3rd.

Public Comment: None

Adjournment:

Motion by Runels, support Gould that the meeting be adjourned. Motion Carried 6-0. 6:55 p.m.

Respectfully submitted,

Inge M. Kyler

Secretary