

DOROTHY HULL LIBRARY
WINDSOR CHARTER TOWNSHIP
BOARD MEETING
Minutes for October 14, 2021

1. Call to Order:

The meeting was called to order at 5:38 by Watson, present: Runels, Gould, Robbins, Wood; excused: Kyler.

Also present Librarian Sanders and Anna Curtis, Director, Eaton Rapids Area District Library. Runels agreed to serve as Secretary pro tem.

2. Presentation by Anna Curtis:

Director of the Eaton Rapids Area District Library (ERADL) on how she organized the campaign to create the ERADL. A question-and-answer period followed from which the Board gained valuable insight into how the ERADL was created. Director Curtis will provide to the Board for further review all the information she created for the campaign. The Board thanks the Director for her time.

3. There was no public discussion.

4. Minutes of the September 9, 2021 meeting:

Motion by Gould, second by Robbins to accept the minutes of the September 9, 2021 without changes. Approved 5-0.

5. Financial Reports:

Motion by Robbins, seconded by Gould to accept the report pending audit. Approved 5-0.

6. Old Business:

a. ARPA Grant proposal status:

Sanders reported that the selected projects are going to the Department of Education to be awarded toward the end of October and applicants will be notified by e-mail as well as USPS mail.

b. Personnel Policy Revision:

Discussion was tabled for time for the Board to do further review.

7. New Business:

a. Par Plan Grant Resolution.

The proposal (also supported by the Township Board) is for \$12000 for handicapped door openers at the entrances to the library building. Sanders will receive confirmation of the application, but will not know until November if the application is accepted. A formal resolution of support is a required component of the application.

The following resolution was offered by Wood, second Robbins:

RESOLVED, that the Dorothy Hull Library – Windsor Charter Township Library Board supports the application to the Par Plan Risk Reduction Grant Program for financial support to install wireless handicapped door openers at the building entrances to reduce the library's risk in the event of falls or other injury to visitors upon entry to the building.

Roll Call Vote: Watson-Yes

Runels-Yes

Woods-Yes
Robbins-Yes
Gould-Yes
Kyler-excused Passed 5-0

b. 2022 Budget:

Motion by Woods, seconded by Robbins to forward the proposed 2022 budget requesting funding equivalent to .5 mill, to the Township Board. Watson will include a letter outlining the rationale for the increase in the budget.

8. Information, Announcements, etc.:

a) Library Directors Report:

Sanders is preparing a detailed statistical report of library functions for the Township Board to accompany the budget proposal.

The state's Braille and Talking Book Library has provided a Braille enhanced StoryWalk.

Sanders will consult with the Village for guidance as to where it should be placed.

Part time staff member Lynn Kennedy-Moule will be leaving at the end of November. A search for a replacement is under way.

b) Circulation Report:

Hotspots continue to be very popular.

c) Committee Reports:

1) Community Engagement:

The birthday party was a marginal success. 35 adults and 10 children attended.

2) Finance Committee:

Work this month focused on the budget request for submission to the Township.

3) Fundraising Committee:

The Committee consisting of Watson, Gould and Runels was formed will meet in October

9. Communications:

A thank you note for the Board's gift, was received from Deb Szwejda along with a request to gift her remaining earned sick time (10 hours) to Cathy Daniels. Motion to approve Szwejda's request made by Woods, second by Runels, Approved 5-0

10. There was no public discussion.

11. Motion to adjourn at 8:15 by Woods, seconded by Watson, approved 5-0.

Respectfully submitted,

Richard J. Runels
Secretary pro tem