

**Minutes-Board of Trustees
Sturgis District Library
Tuesday, May 7, 2019, 5:15 PM**

Call to Order/Roll Call: 5:15 Present: Betty Ross, John Polzin, Carol Wallman, Gina Whitehead, Frank Kalasky, Mary Beth Brenneman, Todd Reed. **Absent:** Jill Bobalik, Beth Bond

Approval of Agenda: Approved by consensus with addition of library remodeling discussion added to new business.

Public Comment: No public in attendance.

Approval of Minutes: April 9, 2019 minutes approved as presented by consensus.

Bills and Treasurer's Report: Approved as presented by consensus.

Correspondence: None

Director's Report:

Door count for March 2019: 4,889

Computer usage for March 2019: 824

Todd and Michelle attended the Exchange Club meeting on May 2nd for Student Awards.

Todd hosted five visits from Mrs. Beebe's 10th grade English classes. Discussions included information literacy.

Todd attended a workshop on Library Technology Culture and Community Outreach with Technology on April 29th. One subject was making available a portable library hotspot. These hotspots provide 24/7 access to the internet with unlimited data on a fast, secure network. A mobile hotspot is a portable device that provides internet access to any Wi-Fi enabled device within approximately 30 feet. Todd is looking into making this technology available to our library patrons.

Todd attended a workshop to learn about library hospitality and creating welcoming spaces on May 3rd.

Todd, Michelle, and Beatrice Yarborough continued in the Sturgis Schools Business Partner program.

Michelle hosted several preschool classes for story time at the library.

Two staff computers and one circulation terminal have been replaced.

Todd and the Library staff continue to prepare for Sturgis Fest. The Library is conducting a writing contest for children at three levels. Grades 3/4, 5/6, and 7/8.

Old Business:

Betty to sign mid-month checks on May 20th.

Todd updated the group on the progress made on the purchase of a 2018 Dodge Ram 2500 Promaster cargo van to use as a public outreach vehicle. He is scheduled to make payment on

the vehicle this week in Saline, Michigan. The financial transaction requires a Resolution of Corporation. Betty is to sign the documentation on Thursday May 9th. The exterior decals are to be applied in early June and the vehicle should be ready for Sturgis Fest activities.

A motion was made by John, support by Gina, to adopt the Resolution of Corporation regarding the purchase of a commercial vehicle through Ally Financial Inc. (For purchase of outreach vehicle.) Motion passed 6-0

New Business:

Initiated by his attendance at a workshop on library hospitality and creating welcoming spaces, Todd started a discussion on remodeling projects for the Library. Projects under consideration at this time include:

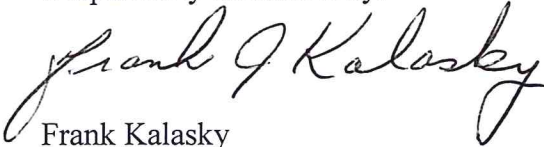
- 1) Add two open seating spaces for general work in the current young adult area.
- 2) Add one or two additional small (tutor) meeting rooms in the area of the current tutor meeting room.
- 3) Upgrade the reading area in the northeast corner of the library.
- 4) Adding security cameras in various locations within the Library.

Todd will work on an itemized budget for each project to be included in the 2019/2020 budget. He will enlist the aid of an interior designer if such services are available and cost effective.

Adjourned: 6:22 PM.

Next Meeting: Tuesday, June 4, 2019 at 5:15 PM.

Respectfully submitted by:



Frank Kalasky