

Patmos Library

Meeting of the Patmos Board of Trustees

Minutes for June 10, 2024

6:00 PM

1. CALL TO ORDER

The meeting was called to order by President Alaina Kwiatkowski at 6:00 PM. All members were present.

Approval of Agenda

Motion to approve the agenda of the June 10, 2024, meeting with the change of striking the New Director Q & A with the Board from this agenda and moving it to July was made by Larry Walton and supported by Kathy VanZandbergen. The motion passed.

2. MINUTES

Motion to approve the minutes of the board meeting on May 20, 2024, was made by Alaina Kwiatkowski and supported by Betty Besteman. The motion passed.

3. PUBLIC COMMENTS

Comments made by:

none

4. TREASURER'S REPORT & BILLS AND CASH DISBURSEMENT

Marcia apologized for no report from EveryLibrary. She will pass that along as soon as she receives it.

Motion to approve the May bills and cash disbursement was made by Alaina Kwiatkowski and supported by Larry Walton. The motion passed.

5. LIBRARY REPORT

- May statistics included comparisons from 2023. There was a significant increase in foot traffic, another significant increase in digital circulation, an increase in physical circulation and slight decreases for both internet usage and reference questions.
- Both adult and children programs continue to be well attended.

6. UNFINISHED BUSINESS

- New Director - We welcomed our new director, Leah Kirchhoff.

7. NEW BUSINESS

- Director Health Benefits - Alaina will explore options to determine the best policy.
- Personnel Committee Update -
 - Many yearly staff evaluations have been completed and will continue into the fall. The committee recommended hourly increases for four employees. Motion to approve pay raises for two circulation assistants/shelvers/catalogers was made by Betty Besteman and supported by Alaina Kwiatkowski. The motion passed. They also recommended pay increases for the Children's Librarian and the Adult Services Librarian. Motion to approve pay raises for both our Children's Librarian and Adult Services Librarian was made by Alaina Kwiatkowski and supported by Betty Besteman. The motion passed.

- Interviews are wrapping up for additional shelver positions. The processor position is also in the process of being filled.
- Michigan Library Association membership has been renewed.

8. BOARD MEMBER COMMENTS

- Larry shared that the re-striping of the parking lot is scheduled and should be completed by the end of June.

9. ADJOURNMENT

A motion was made by Alaina Kwiatkowski and supported by Marcia Frobish to adjourn. The motion passed. Adjournment at 6:26 PM.