

Call to Order

President Robin Smiley called the meeting to order at 1:16 p.m. at the Lewiston Branch of the Montmorency County Public Library.

Board Members Present (in alphabetical order): Mary Burek, Ellen Klein, Robin Smiley and Diane Tokarski

Board Members Absent (in alphabetical order): Pat West

County Commissioner: None

Staff Members Present: Lori Haas —Director,

Others present: none

Approval of Agenda

Diane Tokarski made the motion to approve the agenda as written, Ellen Klein seconded. All in favor, motion carried.

Approval of Bills

Mary Burek made the motion to accept the bills as presented, Robin Smiley seconded. All in favor, motion carried.

Minutes to Meeting

Ellen Klein made the motion to accept the November 9, 2020 minutes as written, Robin Smiley seconded. All in favor, motion carried.

Public Comment

none

Old Business

None

New Business

Mary Burek's term is ending. She has accepted another five year term. Diane Tokarski made a motion to recommend to the County to accept Mary Burek for a term of five years, 2021 thru 2025. Ellen Klein seconded. All in favor, motion carried.

Library employee wages were discussed. A motion was made by Mary Burek to give a 2% raise to all who are off the pay scale and a \$1.50 per hour raise to Sheila Stephenson, head librarian. Diane Tokarski seconded. All in favor, motion carried.

Director's contract was discussed. A motion was made by Robin Smiley to accept the proposed one year contract with changes made to the HRA and HAS contributions. Ellen Klein seconded. All in favor, motion carried.

Directors Report

Fresh garland was to be purchased for the Atlanta and Lewiston libraries but due to the supplier having a shortage of employees due to Covid, delivery was delayed and in response to the late delivery she donated the garland to library.

Librarian's Report

Sheila from Atlanta reports December 2020
Board Report – Atlanta Branch

Good afternoon,

November has been a surprising month despite the new Covid restrictions. Our circulation has remained steady and our patrons have, for the most part, remained positive. We had 196 people sign in so they could choose materials or use the computer lab when we had it open. Since closing the computer lab on the 18th, we've had 29 people take advantage of our laptops. That has been a great service to offer! We have also added an additional 93 new items to our shelves. Donations continue to be excellent.

The art and educational activities have been going like wildfire. We have run out of every project we've offered. As the weather turns colder, our patrons appreciate having something fun to do inside. We've also had positive feedback on our holiday book displays, decorations etc. Patrons really appreciate the efforts we have made to keep them safe and comment on it often.

My time spent with Mary Sue from Petoskey has been very productive. Together we streamlined our report process and simplified what each branch needs to do on a weekly or monthly basis. This has been a real time saver for me. Reports that were once 30 pages long are now only 1 – 2 pages and each one can be done in minutes rather than an hour. Billing other libraries, tracking items lost in transit, and removing patron records are much easier. Zoom meetings have worked excellent for this and for remaining up to date with the Cataloging Committee.

As always, we appreciate all that you have done to help us stay safe as well. We'll certainly miss seeing everyone and enjoying the laughter and good food that normally accompanies our Christmas party. Hope your holidays are wonderful!

Stay safe,

Sheila

Wendy from Lewiston reports:

Good Afternoon Ladies,

We have been slow here in Lewiston, we answer a lot of phone calls and have been doing holds and renewing items. Walk ins have been more for faxing and copying and patrons sending emails to us to print out and have ready for them to be picked up. Nicole and I have been working on labels and getting the Baker & Taylor section weeded out. We had a great donation which allowed us to replace a lot of titles. I also did a Christmas themed book table for our patrons who still like to come in and pick their own materials out. I have decided to keep that themed table going and showcasing something new every month. I have a great theme for February. We have been keeping ourselves busy thinking of new ways to display books and are going to add a Michigan section to the children's section (we started this already). I am currently looking into Michigan authors for kids. I will be finished up with Christmas décor inside and out hopefully by the end of this coming weekend. Begging my Hubby to finish outside with putting up the snowman and the snowflake lol. Our educational/art packets have been going really well.. The truck was th most popular one and I was happy to have snowflakes left as was our patrons. Thank you for keeping use safe! Merry Christmas and Happy New Year.

Tina from Hillman reports:

Good afternoon,

All is well here in Hillman. The transition to one employee in the building per day seems to have gone smoothly. I have received many positive comments from the public in regards to our continued effort to be open and also the take away programs that we are offering. Other than our screaming balloon and potato light, we have given out all of our projects thus far.

We are continuing to see the usual patrons weekly. We average approx. 5 people that we make copies/scan or fax for per day. Many of our patrons are now either ordering online or coming to the door and asking us to find books for them. As of 12/19 we have checked out 2 laptops. The chairs in front are used daily with internet users, as is our parking lot. Tom has made some adjustments to our wifi so it is stronger in our parking area. Tom has also completed some updates on our public computers so they will run faster.

Our water heater has been flushed out and our water is clear today! I have been in contact with John Burr from the Village. They will be monitoring our water to see if the sand comes back and where it may be coming from.

Covid has hit our little town very hard in the last few weeks and some days it looks like a ghost town on main street. I hope you all have a Very Merry Christmas and a Healthy happy New Year!

Stay Well!

Next Meeting Scheduled

The next regular meeting is scheduled for January 11, 2021 at the Hillman Branch, 1:00 p.m.

Adjournment

Diane Tokarski made motion to adjourn, at 2:38pm. Ellen Klein seconded. All in favor, motion carried.

Respectfully submitted,
Mary Burek
Accepted 1-11-21