Library Board of Trustees Meeting

July 24, 2024

Meeting Minutes

The meeting was called to order by Erin Phillips at 6:57 PM in the meeting room at the Ionia Library with members present, Erin Phillips, Jim Brummond, Katie Brown, Laura Wickham, India Watson and Gale Wallace.

Motion to approve agenda by Laura, 2nd by Jim. All in favor, motion passed.

Motion to approve June 26, 2024 Meeting Minutes by Katie, 2nd by Gale. All in favor, motion passed.

Old business

India’s Review

Discuss endorsement pay raise and paid time off for director

Review Library Patron Conduct Policy

New business

Revise Inclement Weather Policy – Motion to keep policy as is except to add close the library if New Hampton School is closed or if travel is not advised director will be paid for those hours by Katie, 2nd by Gale. All in favor, motion passed.

Review Personnel Policy – Motion to keep policy as is as except to change to PTO (in lieu of vacation policy) with 40 hours per fiscal year to be reviewed annually during the evaluation by Katie, 2nd by Gale review updated policy at next meeting.

Finishing touches on Ionia Fundays 50th Anniversary Party – Erin has contacted previous library board members. Saturday, August 3, 20244 3 pm to 5 pm. Gale will do a chalk design on the library wall and make some bars. Erin will hang some flyers and get some index cards for people to write memories for Jane and some flowers.

Discuss new spreadsheets – decided on a new system for bills and keeping track of our budget. Motion to keep $100 in petty cash and deposit the rest in the savings account by Katie 2nd by Jim. All in favor, motion passed.

Approval of bills made by Katie, 2nd by Gale. All in favor, motion passed.

Budget/Director’s Report – See report

Public forum - none

The next meeting will be held Wednesday, August 28, 2024 6:30 pm.

Motion by Gale to adjourn meeting at 8:56 pm, 2nd by Katie. All in favor.