



**Board of Trustees**

Kenneth A. Bearden  
Carolyn A. Harris  
James M. Kresin  
Maria L. Lanstra  
Janice C. Wilson

**Library Director**

Laura Gramlich

The regular meeting of the Board of Trustees of the Bacon Memorial District Library was held at the Library on **Tuesday, January 11, 2022 @ 3:30 p.m.**

PRESENT: Members: Kenneth Bearden  
Carolyn Harris  
James Kresin  
Maria Lanstra  
Janice Wilson  
Library Director: Laura Gramlich  
Administrative Assistant: Joann Hedger

I. The regular meeting was called to order at 3:35 pm by Vice President Wilson.

II. MINUTES

Motion to approve the minutes from the December 13, 2021 regular board meeting.

Moved by Janice Wilson, seconded by Kenneth Bearden.

Without exception, roll attached

III. HEARING OF THE PUBLIC

No one present

IV. REPORTS

No questions or comments

Janice Wilson made a motion to approve the Director's and staff reports;

Kenneth Bearden seconded it. Without exception, roll attached

V. UNFINISHED BUSINESS

A. **Front Porch Repair & Staff Entrance** Laura reported there is a plan to continue working on the awnings starting tomorrow. Work on the front porch is on hold due to the cold weather. Light fixtures for the back awnings are on order.

B. **Schwartz Collection** The items that the Library of Michigan wants for their collection have an x next to them on the spreadsheet. Jakki will be taking the items to them at a future date.

- C. **COVID Protections** There will be signs hung stating that for the safety of our staff, please wear a mask. Also, any larger programs have been cancelled for the month.
- D. **Public Comment at Board Meetings** After discussion about some additional changes, Laura will rewrite the policy and bring it back to next month's board meeting.
- E. **Director's Evaluation** The Board will meet in closed session after the meeting is adjourned to go over Laura's evaluation.

**VI. NEW BUSINESS -**

- A. **DVD/Video Game Rental Fees** Laura would like to discontinue charging rental fees for movies and video games due to a large drop in circulation for these collections. There will be a limit of 10 movies and 5 video games that can be checked out at a time. After discussion, it was decided to begin this immediately.

**Janice Wilson made a motion to approve; Kenneth Bearden seconded it.**

**AYES: Bearden, Harris, Kresin, Lanstra, Wilson      NAYS: none**

**Motion passed unanimously.**

- B. **Amended Budget FY 2021-22**

**Janice Wilson made a motion to approve; Kenneth Bearden seconded it.**

**AYES: Bearden, Harris, Kresin, Lanstra, Wilson      NAYS: none**

**Motion passed unanimously.**

**VII. BOARD MEMBER CONCERNS**

No concerns.

**VIII. FINANCIAL REPORTS**

**Janice Wilson made a motion to approve expenditures of \$97,249.15 representing pay roll, checks written and bank debits from December 9-January 5, 2022.**

**AYES: Bearden, Harris, Kresin, Lanstra, Wilson      NAYS: none**

**Motion passed unanimously.**

**IX. COMMUNICATIONS**

None

**X. ADJOURNMENT**

**Janice Wilson made a motion to adjourn the meeting; Kenneth Bearden seconded it. Meeting adjourned at 4:14 p.m.**

**The next meeting will take place on Monday, February 14, 2022 at 3:30 p.m.**

---

Joann Hedger,  
For James Kresin, Secretary  
*January 11, 2022*