



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 **Monday, February 14, 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
Guests: Mark Kowalewski
Jake Baird
Brian Mooney

I. The regular meeting was called to order at 3:30 pm by President Lanstra

II. MINUTES

Motion to approve the minutes from the January 11, 2022 regular board meeting. Moved by Kenneth Bearden, seconded by James Kresin.
Without exception, roll attached

III. HEARING OF THE PUBLIC

None

IV. REPORTS

A. Director's Report

B. Staff Reports

No questions or comments

Kenneth Bearden made a motion to approve the Director's and Staff Reports, James Kresin seconded.

Without exception, roll attached

V. UNFINISHED BUSINESS

A. Front Porch Repair & Staff Entrance

Brian Mooney reported updates to the Board.

B. **COVID Protection** The Board decided to rescind the employee mask mandate and all current COVID protocols as of March 1, 2022.

Kenneth Bearden made a motion to approve, James Kresin seconded it. Without exception, roll attached.

- C. Public Comment at Board Meetings Policy** The Board agreed the updated policy looked great and requested no additional changes.

Kenneth Bearden made a motion to approve the policy, James Kresin seconded it.

Without exception, roll attached

- D. Director's Evaluation** Maria Lanstra reported that she and Laura had met to discuss her evaluation, and the evaluation has been completed.

VI. NEW BUSINESS

- A. New Staff Copier** The lease is up on the existing staff copier and Laura presented information about leasing a new copier.

Kenneth Bearden made a motion to approve leasing the new copier, James Kresin seconded.

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

Motion passed unanimously.

- B. FY 20-21 Annual Report**

- C. Use of Back Parking Lot** Mark Kowalewski and Jake Baird presented a request for the library's back parking lot to be used on Sundays if needed by Comeback City Church located at 2656 Biddle.

Kenneth Bearden made a motion to approve this request, James Kresin seconded it.

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

Motion passed unanimously.

VII. BOARD MEMBER CONCERNS

None

VIII. FINANCIAL REPORTS

Kenneth Bearden made a motion to approve expenditures of \$88,491.62 representing pay roll, checks written and bank debits from January 6 – February 9, 2022.

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

Motion passed unanimously.

IX. COMMUNICATIONS

Laura passed out to each Board member a copy of a registered letter from the city about TIFA.

X. **ADJOURNMENT**

**Kenneth Bearden made a motion to adjourn the meeting at 4:25 p.m.
James Kresin seconded it.**

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

Joann Hedger,
for James Kresin, Secretary
February 14, 2022