



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, October 11, 2021 @ 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 3:30 pm by President Lanstra.**

II. **MINUTES**

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

Moved by James Kresin; seconded by Janice Wilson

Without exception, roll attached

III. **REPORTS**

Janice Wilson requested that Laura notify the Board members if Stephanie Chang or Clara Clemente schedule a coffee hour in the library. Janice also inquired about the front entrance porch lights being replaced; Joann replied she has already set up the electrician to do this.

James Kresin made a motion to approve the Director's and staff reports;

Janice Wilson seconded it. Without exception, roll attached.

IV. **UNFINISHED BUSINESS**

A. Front Porch Repair & Staff Entrance

(Brian Mooney did not attend the meeting)

B. Schwartz Collection

C. Carpet Cleaning Laura would like to schedule with Heaven's Best for carpet/furniture cleaning on Wednesday, December 8.

James Kresin made a motion to approve closing on December 8, 2021 for

carpet cleaning; Janice Wilson seconded it. Without exception, roll attached.

D. COVID Protections A staff member, who was vaccinated, had a breakthrough case. Due to the fact all employees are vaccinated, and this can happen, Laura would like to re-instate paid time off for the 10 day quarantine time.

Effective October 1, 2021 all employees receiving a positive Covid diagnosis will receive pay for days they are scheduled to work and cannot do so due to Covid quarantine, without affecting their leave time. This motion will be addressed month to month as needed. James Kresin made a motion to approve; Janice Wilson seconded it. Without exception, roll attached.

E. Items Destroyed by Power Outage Laura presented the email she received from the Michigan Municipal League concerning coverage for damaged items due to the power surge. HVAC is not covered, but everything else reported was. A microfilm machine was destroyed, and the library would like to upgrade to the ScanPro 3000, enabling us to auto scan our own film.

James Kresin made a motion to approve spending \$2,645 more to upgrade the new microfilm machine. Janice Wilson seconded it.

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

Motion passed unanimously.

V. NEW BUSINESS

A. Health Insurance Renewal/Resolution

James Kresin made a motion to approve the library continuing with the 80/20 percentages for employee health care costs for the 2022 plan year.

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

Motion passed unanimously.

B. Annual Statistics

VI. BOARD MEMBER CONCERNS

Kenneth Bearden suggested that Board Meeting notices be posted on Social Media in addition to the library's website. Carolyn Harris asked that when Laura sends Bishop Co-op the yearly letter about snow removal that she remind them that they are only supposed to be parking in the far row of the back lot.

VII. FINANCIAL REPORTS

James Kresin made a motion to approve expenditures of \$87,584.03 representing payroll, checks written and bank debits from September 9-October 6, 2021. Janice Wilson seconded it.

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

Motion passed unanimously.

VIII. COMMUNICATIONS

A. MML- Board of Directors Ballot

James Kresin made a motion to approve voting for the three candidates on the ballot. Janice Wilson seconded it. Without exception, roll attached.

IX. HEARING OF THE PUBLIC

No members of the public were in attendance.

X. ADJOURNMENT

James Kresin made a motion to adjourn the meeting. Janice Wilson seconded it. The meeting adjourned at 4:50 p.m.

The next meeting will take place on Monday, November 8, 2021 at 3:30 p.m.

Joann Hedger,
For James Kresin, Secretary
October 11, 2021