

Timothy C. Hauenstein Reynolds Township Library  
Board Minutes  
September 2024

Meeting was called to order at 7:00 pm by acting Chair, Mary Ann Wilson.

Members Present –, Mary Ann Wilson, Paul Rehfus, Peggy Peterman, and Sara Smith.  
Absent Sharon McInnis and Marjorie Morgan.

Others present – Library Director, Cheryl Smith

No changes to agenda. Motion to approve agenda was made by Paul and seconded by Sara. Approved by all members present.

Motion to approve board meeting minutes from previous month was made by Peggy and seconded by Sara. Approved by all members present.

Motion to approve minutes from prior month's Special Board meeting was made by Sara and seconded by Paul. Approved by all members present

Treasurer's reports for August, Profit & Loss budget comparison for April to August 2024 and check summary were presented to board.

Motion to approve pay bills for August of \$26,732.81, checks 10424-10446, payroll 31369000260-31369000269 and IRS epay was made by Peggy and seconded by Sara. Approved by all members present.

No direct report from Friends of the Library. Still selling tickets for quilt raffle for 2<sup>nd</sup> quilt for drawing in December. Festival of trees is still planned as well as some other happenings.

Copies of Library Director's reports for August were given to board members and recapped by Cheryl Smith. She summarized reports and went over updates. A calendar of September events was also given to members.

Circulation is down a little in August due to start of school year but is still higher than same time previous year. People in the library is also higher than prior year. Programs are doing well. Unicorn story time was huge success and the mini library in the children's section was a big hit. Teen pizza and game night had very good attendance. Fall programming is up and running. The library is now partnering with Central Montcalm Adult Education to offer GED or Diploma classes.

No public comments were presented.

Old Business:

The contract has been drawn for the lease of the depot. Howard City DDA is planning a meeting over it.

The library's new website is in operation. Staff is being trained for the site to be able to do updates. This gives the library control for when changes or updates are needed or wanted.

The bid to purchase old church fell through due to seller restrictions/conditions to buyer.

Library is implementing new written Emergency Procedures. Assignment for board is to review for any additions, corrections or changes.

New Business:

Library will have carpets cleaned in October. For this event the library will close early the day before and open late the following business day.

For Halloween the library will be closing early.

The MIDHHS MI Indoor Air Ventilation program has been extended to include public libraries. This is a free program that the library is planning to take advantage of.

Motion to adjourn meeting was made by Sara and seconded by Paul. Approved by all members present. Meeting adjourned at 7:37pm.

Next meeting to be Thursday, October 17, 2024 at 7:00pm at Timothy C.Hauenstein Reynolds Township Library.

Respectfully submitted by: Secretary, Peggy Peterman

A handwritten signature in cursive script that reads "Peggy Peterman".