Athens Community Library Board Meeting
Minutes
January 16, 2024

Participants-

President: Jeannie Goodrich (absent)   Library Director: Missy Irons

Treasurer: Shirley Damrow (absent)   Secretary: Hannah Klein

Trustees: Kendra Falk, Robin Crance

Guests: Mike Irons

Call to Order- Meeting was called to order by Missy at 5:37 P.M. Missy led the meeting, as board president Jeannie was absent.

Approval of Meeting Agenda – Kendra motioned to approve the meeting agenda. Robin seconded, and the motion passed.

Announcements -There were no announcements.

Public Comments-There were no public comments.

Approval of December 18, 2023 Minutes-Kendra motioned to adopt the December 18, 2023 minutes as presented. Robin seconded the motion, and the motion passed.

Treasurer's Report- Athens Township Treasurer Mike Irons presented the Treasurer's Report, as Library Township Treasurer Shirley was absent. Mike presented the library's balance sheet and P &L statement, noting that the library had begun to receive the millage funding due to paid winter taxes. The board discussed the remaining Omni Community Credit Union (OCCU) accounts. Several months prior, Missy began the process of switching the direct deposit of state aid from the OCCU account to the Southern Michigan Bank and Trust (SMBT) account. Until that process is complete, the OCCU Checking account will remain open. Missy discussed the various expenditures with the board as well. As the library seeks to become ADA compliant, over $6,000 was spent towards the installation of an automatic door opener. Missy noted that a grant was received to cover part of the cost, and she is currently awaiting another grant to cover the remainder of the project. However, the Athens Township has agreed to pay for the installation that is not covered by grant money.

       a. **Adoption of Treasurer's Report**: Hannah motioned, and Kendra seconded, to approve the treasurer's report as presented. The motion passed.

       b. **Payment of January Liabilities:** Kendra motioned to pay the January liabilities in the amount of $8420.06 as presented. Robin seconded the motion, and the motion passed.

Library Director's Report- Missy presented the Library Director's report. In December, 91 books were purchased, and there were 535 patron visits to the library. Missy highlighted several maintenance issues that were resolved during the previous month. Plumbing needs in the bathroom were addressed, as were deficiencies in the drinking fountains. Hackett continues installation of the automatic doors as well. Missy informed the board about an incident at the library, resulting in a 12 month ban of a patron. Missy talked about the library's new programs, including Teen Game Night. Regarding grant updates, Missy shared that she is awaiting results of two grant applications-one from Michigan's Department of Labor and Economic Opportunity, and one from Libraries Transforming Communities.

Old Business- N/A

New Business

       a. **Resignation of board member:** Yvonne Chapman resigned from the library, creating an opening on the board. The board thanks Yvonne for her service.

       b. **Budget Review:** Missy proposed budget revisions to the current budget. The board discussed these revisions. Hannah motioned to accept the budget revisions as presented. Kendra seconded the motion, and

the motion passed. The board also discussed the salaries and wages of the library staff. Missy presented the board with a Salary Compensation Sheet, which compares the wages of the Athens Library director, assistant director, and clerks with those in 36 other similarly-sized Michigan libraries. It was noted that Athens library staff are paid under the average wage. The board discussed options to rectify the wages and provide a salary increase to staff. It was suggested that Missy provide to the Athens Township board the dollar amount that the budget would need to increase salaries to average.

The meeting was adjourned at 6:54 p.m. The next regular meeting will be held on February 20th, at 5:30, in the Athens Township Office Board Room.