

Highland Township Public Library
Electronic Board Meeting Minutes
1/4/2022

Present J. Gaglio; C. Hamill; K. Polidori; B. Dunseth Director

Absent C. Dombrowski; J. Matthews; D. Mecklenborg

Guests None

The Highland Township Library Board meeting was called to order at 5:45 by K. Polidori.

Motion: C. Hamill moved and J. Gaglio seconded to approve the agenda. Unanimous vote; motion carried.

FYI: Budget report available at meeting.

Motion: moved and to approve the Board Meeting minutes of 1/4/2022. Roll call - unanimous vote; motion carried.

Bills: Total bills for December 2021 are \$25815.81 with the addition of 2 Moms & A Mop, Absopure Water Company, Applied Imaging, Digital Document Store, DTE Energy, The Library Network, Midwest Tape, T-Mobile when received.

Motion: C. Hamill moved and J. Gaglio second

Director's Report: Available for review

Communications: Noted Attorney price increase

Unfinished Business

Fines Fines in the amount of \$8067 were removed by TLN. Fines under \$5 were purged after three years as part of their policy. Larger fines are were removed after six or seven years excluding lost or damaged items.

Library Network

TLN ARPA kits will be distributed by TLN based on need. TLN now has a Seed Library Interest Group open to anyone. TLN is completing website and searchable member database. TLN announced a new logo and will create new marketing materials.

Building Maintenance Parking lot work completed, plumbing in men's room repaired and fireplace repair is rescheduled for January 6th

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Strategic Planning

TumbleBooks and TumbleMath subscriptions will be canceled. Mango and World Book Student will be renewed. Additional Internet Hotspot units are being considered due to popularity.

Outreach

Expanding outreach to schools in Huron Valley District and White lake Middle School for students to order books unavailable from their own school libraries.

Comp Time Policy

Reviewed current policy.

New Business

Newsletter production cost will increase and currently sending out for quotations. Currently looking for new designer to produce the newsletter.

Personnel

Currently looking to fill the Circulation Department Head position. The job will be posted and interviews will be conducted in January. Staff evaluations have started beginning with the adult department.

Public Comment: None

Adjourned Meeting called to order at by K. Polidori 6:38

Respectfully Submitted,

recording