

Regular Library Board Meeting Minutes  
December 8, 2020

The regular meeting of the Marshall District Library was called to order by President Martha Frohm at 7:00 pm.

Roll call was read by Secretary Mary Fountain.

Members present at the library: Martha Frohm, Mary Fountain, and Ken Koberstein.

Members present via Zoom: Kara Boughton, Joanne Davis, M.J. Harting-Minkwic, and Shelley Preston

Others present: Angela Semifero, Nate Palmer

President Frohm led the group in the Pledge of Allegiance.

Approval of Agenda: Ken Koberstein made a motion to approve the Agenda of the December 8th meeting, supported by M.J. Harting-Minkwic. Motion carried.

Approval of Minutes of November 10<sup>th</sup> meeting: Joanne Davis made a motion to approve the corrected minutes. It was supported by M.J. Harting-Minkwic. Motion carried.

Financial Report including approval of bills. Treasurer Ken Koberstein made a motion to approve the bills for November in the amount of \$76,361.24 supported by Mary Fountain. Questions from board members: Shelley Preston asked why there were two different companies listed under communications for Internet access. Angela explained WOW is our main service as it is faster, but we have AT&T to split the load and to act as a back-up when WOW goes down. We may be changing to Fibernet as it is faster, but we still have our phones through WOW. Shelley also asked why there were two garbage services. Granger does not offer recycling and Republic does. We asked for a quote from Republic on garbage service, but staying with Granger is cheaper.  
Roll call vote. All present voted yes.

2020 Audit: Ian Rees from Gabridge & Company went over our annual audit for the year ending June 30, 2020. He said it was a pleasure to audit Marshall District Library and everything was good.

Library Directors Report:

- Director Semifero explained the points of her written report.
- Marshall District Library moved back to Phase 2 on November 19<sup>th</sup>.
- The Library will be offering curbside service for materials and computer use by appointment for 15 minutes.
- 3 staff members have had COVID.

- The library has had 4-5 people working each day.
- Some technology appointments that require longer times will be put in the meeting room.
- Matt continues the township Internet project. Eckford Township is now set up.
- The cost of ebooks jumped up in April when things shut down. Circulation is 50% higher than last year.
- Shauna is doing very well with planning activities and programs during this time.
- Tutor.com is an online tutoring service for students K-12. Woodlands Library Cooperative has just subscribed for all of its member libraries and it should be available by January.
- Angela checked into Venmo for credit card acceptance. Venmo users can use the Paypal button on the library's website to make a donation via Venmo.
- See the Director's and Assistant Director's reports for more information.

Committee Reports:

- Building and Site- did not meet.
- Finance - met at 6:45 pm tonight and will meet again next month at 6:45 pm.
- Personnel- did not meet
- Policy- did not meet

Unfinished Business: none.

New Business: none.

Comments from Board Members- Joanne Davis is very happy about the new Tutor.com program. She suggested sending letters to schools to let them know the service will be available.

Shelley Preston commented on how helpful Josh was when they talked on the phone for a technology session.

Everyone feels very thankful for all the library staff's hard work during this stressful time.

Comments from Public-none.

Meeting adjourned at 7:55 pm. The next meeting will be January 12<sup>th</sup>, 2021.

Respectfully Submitted,  
Mary Fountain, Secretary