

## Seville Township Library Board Minutes

March 3, 2022

The meeting was called to order at 4:33 pm ET. Present were board members: Sharon Stebelton, Randy Bard, Jennifer Balcom, Allison Dunlap, and Library Director Justine Peterson. Absent was board member Renee Shaver, Becky Fleury.

**Motion** by Randy with support from Sharon to accept the previous board minutes from February 8, 2022, as presented. **Approved.**

**Motion** by Sharon with support from Randy to accept the financial report as presented. **Approved.**

*Public Commentary: None.*

**Motion** by Sharon with support from Randy to accept the Librarian's report as presented. **Approved.**

*Old Business:*

- a) Strategic Planning Committee: Allison presented the minutes from the 2/27/2022 meeting. Jennifer suggested discussing painting the exterior of the building with Seville Township.
- b) Meeting with Anne update: Justine reports no communication back from Anne yet. Email drafted with questions. Expected response time from Anne is two weeks. Questions in the email includes, but are not limited to establishment, EIN, resolution for the Township to get Board members on the election ballot, request for appointment. The Library Co-Op provides an hour with Anne as well.
- c) DUNS and Grants: Justine discussed with Ashlee about applying for a UEI number for Federal grant money. Awaiting input from Anne (Lawyer). This number may be needed for the LSTA grant.

*New Business*

- a) Lawncare Bids: Justine presented. She reached out to 4 companies, two bids/quotes received, one is pended, and one offered to volunteer services, but timeline was not discussed. Motion by Randy to Accept the written bid from Dependable Mowing & Sweeping, INC as written contingent on receipt of a copy of their insurance and the potential to add additional options as a later date with support from Sharon, **APPROVED**
- b) Sustainable Shelves Program: Justine reports speaking with the Librarian in Breckenridge. This program, provided with Baker & Taylor, sends you boxes, send it full of books back and they send you back a report of what books they were able to sell and what books were recycled. No charge for this program, profits from the sale of books is shared with the Library. Jennifer asked if you could participate if you do not currently partner with Baker & Taylor. Awaiting additional information.
- c) Population Report: Justine reports receiving an updated population report from the Library of Michigan. Total certified population 3,064.
- d) MLA Membership & Spring Institute: Justine submits the request to become a paid member of the Michigan Library Association. Organizational membership fees would be about \$180/year. Members are able to attend conferences and institutes at a discounted rate. Motion by Jennifer the Seville Township Library obtain an Organizational Membership to MLA from the

Professional/Contract services budget line and use funds from the meeting/transportation budget for the Director to attend the Spring Institute in Mount Pleasant, support from Randy.  
**APPROVED**

The next Library Board Meeting is Tuesday April 5, 2022, at 4:30pm ET.

**Motion** by Randy with support from Sharon to adjourn at 5:17 pm ET. **Approved.**