

Seville Township Library Board Minutes Nov. 12 2020

The meeting was called to order at 4:01pm at the Seville Township Hall. Present were board members Randy Bard, Sharon Stebelton, Becky Fleury, Renee Shaver, library director Justine Peterson & guest Terresa Frisbie. On conf. call were board members Deb Powell, Jennifer Balcom and Allison Dunlap. (due to possible Covid exposure)

**Motion** by Becky with support from Sharon to accept the minutes from 9- 22 as presented. **Approved.**

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

Public Commentary: Terresa welcomed us to the Hall and announced a generous donation of Covid masks, gloves, antibacterial gel and a dispensary station to the library from the township.

**Motion** by Sharon with support from Becky to accept the librarians report as present. **Approved**

Old Business:

- A) *Loomis Donation:* Staff will continue to work toward finishing the bathroom upgrade and replacing the last window upstairs. Becky will look into cost of doing a metal roof replacement.
- B) New color copier has been purchased
- C) **Motion** by Deb with support from Sharon to join OverDrive (Up North Digital) at the cost of \$990.00 per year. **Approved**

New Business:

- A) **Motion** by Randy with support from Becky to update the Library Closing Policy to read:  
The Seville Township Library maintains a regular schedule of open hours and makes every effort to keep facilities open to serve the public as scheduled unless otherwise mandated by the Library of Michigan and/or the county Health Department. **Approved**
- B) MDHHS Ruling: no updates at the time
- C) Apollo Data Base: Library Staff currently doing a comparison study of Apollo vs. Verso.
- D) Board Attendance via phone: Jennifer will check with our area Library Lawyer to confirm wording. ( Board must have a quorum present in person in order to conduct the meeting)  
Bylaws will be updated at next Annual Meeting.
- E) **Motion** by Deb with support from Randy to NOT do Thanksgiving activity bags and NOT have a Christmas event with a Santa this year. We will instead hand out Holiday goodie bags with popcorn, Hot cocoa, etc. **Approved**

*Request from Jennifer for a Library Handbook for new Board members and New staff. Justine will have them ready for our January 2021 meeting.*

**Motion** by Randy with support from Becky to Adjourn @ 5:15pm. **Approved**

Next Meeting: Jan. 14, 2021 at 4pm

Minutes submitted by Renee Shaver, Board Chairperson

