

**Bridgman Public Library
Board Minutes
October 24, 2023 - 9:00 A.M.**

Meeting Called to Order: 9:00 A.M. by Bogue

Roll Call:

- **Present:** Bogue, Valauskas, Kole, Fuller, Janoskey, Wilk, Worcester
- **Excused:** Collins, Noll

Staff: Skinner, Abele

Agenda Revisions: Add *Closed Session* at the end of the public meeting.

Guests: J. Bernstein - Friends of the Library, President
Z. Murray – League of Women Voters

Public Comments: Murray extended an invite for everyone to attend a Town Hall Meeting with Berrien County Clerk, Sharon Tyler. The event takes place on Monday, October 30 at Berrien RESA in Berrien Springs and on Zoom. Murray also mentioned that the League of Women’s Voters is hosting a holiday party at Fernwood on December 13th.

Friends of the Library (FoBPL): Bernstein shared that National Friends of the Library Week was October 15 – 21. The Friends had a table set up for patrons with small giveaways and raffle drawings. Library staff sent all of the Friends members a thank you postcard and gave mini herb planters to the board officers and regular volunteers. Five new members were added to the group during this special week. In addition, the Friends have approved purchasing a list of new items for the Library Makers Space in an effort to expand the program.

Committee Reports:

- **Personnel and Policy Committee:**
 - The committee held a closed meeting pertaining to an employee’s compensation.
- **Facilities Committee:**
 - Skinner is seeking quotes to trim a large tree branch that is overhanging Lake Street. One quote has been received. Two other quotes are coming soon. It was mentioned that there is another tree, close to the drive-up book drop, that should be checked out as well.
 - Skinner contacted Mead & White as they have not returned to fix the malfunctioning lights. She has also contacted another company for a quote in case Mead and White fails to complete the project.
- **Finance Committee/Treasurer Report:**
 - The library has one CD maturing. Kole will shop around before rolling it over as rates are on the rise.

Director’s Report: Skinner highlighted several items from her written report:

- The library has a new collection called VOX books. VOX books are children’s books that include an

electronic device that reads the stories out loud.

- Nearly 600 people attended the Halloween Party on October 12.
- Digital borrows on Hoopla have almost doubled while physical circulations have been decreasing. Budgets have been adjusted to reflect this change.

Intellectual Freedom: *Intellectual freedom is the right of library users to read, seek information, and speak freely as guaranteed by the First Amendment.* Book challenges have hit closed to home. Bridgman High School recently received a challenge to the book, *The Hate U Give* by Angie Thomas. In response, the library will host a book discussion of this book on November 14 @ 6pm.

Approval of Board Meeting Minutes: Motion made by Wilk to approve the September 2023 Board Meeting Minutes as written. Motion seconded by Kole. Motion carried.

Discussion Items:

- **Yearly Audit by Kruggel Lawton:** A draft of the audit report has been received. The auditors are scheduled to attend the November board meeting to present the report and give feedback.
- **Tina O. job offer:** Tina O. will begin work at the library on November 6. She will be filling the vacancy left by Mallory M.
- **Chikaming Board Seat:** All board members agree that Chikaming Township should be offered an Ex Officio board member position (advisor to the board without voting rights) to see if this would lead to interest in creating an official board seat for them. Fuller has verbally extended this offer at a township meeting and the library will await a response before moving forward.
- **Staff Benefits Survey Results:** Library staff recently took a benefits survey and results show that 0% have used the HealthiestYou tele-health plan and 77% would prefer a Retirement Savings Plan over HealthiestYou. Skinner and Kole are researching options.

Action Items:

- **Approve Bills:** Motion made by Janoskey to approve payment of September 2023 bills totaling \$22,289.37. Motion seconded by Kole. Motion carried.

Communications/Correspondence/Comments: None

Regular Meeting adjourned: 9:47 A.M.

Enter Closed Session

Next Meeting: November 28, 2023, 9:00 A.M. at the library.

Respectfully submitted by:

Sarah Skinner, Director

Approved by the Secretary:



Date: 11-28-23