

Salem Township Library Board

January 20, 2022

Meeting attended by: Stacy, Jim, Connie, John, and Amber

Library Director: Lisa

Stacy called the meeting to order 6:01 PM.

Approval of the meeting agenda motion made by John, seconded by Jim. All ayes.

Approval of minutes from November 18, 2021 meeting made by Amber, seconded by Stacy. All ayes.

Treasurer's Report November 2021 and December 2021 motion to approve made by John, seconded by Amber. All ayes.

Jim shared an update concerning spreadsheets of financial data and the desire to condense the printed material to key information. Full information would still be shared digitally with library board members.

Public Comment: Patron request for book to be pulled. Library Board voted 3 to 2 in favor of keeping the book.

Lisa shared an update on statistics. Stacy requested continuing information on statistics of other area libraries.

Lisa shared an update on professional development. Both Jenny and Lorena have begun online training workshops. Jenny, Lorena, and Season will attend upcoming online MEL Cat information courses on procedures.

Library Business

The new copy machine has arrived. Training on its use has began. The old copy machine will be picked up soon.

The state aid/grant forms have been submitted and approved. The LSD grant provides beginning reading resources.

Jim offered to obtain information on STEM kits used at the library in Traverse City.

Discussion on backpacks available in the children's area — possibly display them differently.

Launch pads have been popular with some families. There have been some issues with equipment fails.

Discussion of possible availability of hot spots through Verizon. Lisa will obtain more information.

Lisa has increased employee reviews to twice per year. They are currently in progress and going well. Discussion on updating the personal policy.

February 19, 2022 will be Wanda's last day. An open house is planned.

Lisa shared her priorities concerning the strategic plan which include: offer clear job descriptions, increase staff knowledge, have staff attend classes to improve services, and include the new library logo on all digital sites and materials. She is also on working on updating and improving the library website.

The focus group meetings have began and went well. There is a wide range of ages involved and lots of helpful discussion.

Motion to adjourn made by Amber, seconded by John. All ayes.

Next Library Board Meeting is March 17, 2022 at 6:00 PM.