

MEETING MINUTES  
Harrison Township Public Library Board of Trustees  
Monday, 17 April 2023 6:30 pm  
In the Harrison Township Board Room

1. **Meeting called to order** – Blake Hurley at 6:32 pm.
2. **Trustees Present** –Blake Hurley, Diane Nelson, Linda Pillow, Nick Mordowanec and Carole Wolf,  
Dianne Marvaso-excused.  
**Also, in attendance**- Melissa Goins, Director
3. **Approval of the Agenda** –
  - A. \* Motion made and seconded to approve the agenda. Motion carried.
4. **Approval of the Minutes from 20 March 2023** -
  - A. \*Motion made and seconded to approve the minutes from 20 March 2023. Motion carried.
5. **Public Comment** –
  - A. None
6. **Friends Report** -
  - A. The Friends have adopted a new mission statement, vision statement and five goals.
  - B. March 30, 2023 was the first Members Only event at Bentley's Roadhouse which included SWAG bags including library information and proved to be a successful event.
7. **Treasurer's Report** –
  - A. Review of Financial Statement for the period ending 31 March 2023. Expenses are at 25%, which is normal for this time of year.
  - B. \*Review of Expense Report. Reviewed Expense Report for March 2023/April 2023, with expenditures totaling \$13,040.21. Motion made and seconded to approve March 2023/April 2023 Expense Report in the amount of \$13,040.21. Motion carried.
8. **Committee Reports** -
  - A. *Bylaws & Policy Update Committee* – Did not meet.
  - B. *Future Planning Committee* – Did not meet.
  - C. 1. *Finance Committee* – A report was provided for the 2023 – Quarter One Investments for Michigan Class and Huntington. Michigan Class earned \$5,129.07 interest. Huntington Investments earned \$11,030.26 interest for the first quarter.  
2. Michigan Class funds (\$150,000.00) were withdrawn and deposited into the library savings account to cover upcoming library expenses.

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**9. Director's Report –**

- A. March 2023 usage and statistics, and patron traffic tracking were shared.
- B. Library Happenings
  - Door count and website visits were elevated this month. Children's programs contributed with St. Paddy's Day storytime and Chickens in the Library storytime clocking over 70 guests each. Trivia Night was a popular adult program with 42 attendees.
  - MeLCat interlibrary loans (ILL) continue to rise with 271 borrowed items in March and 204 loaned.
  - Beginning on April 3, the library is officially open for more hours including M-F 9am-8pm and Saturday 9am-5pm
  - The new subscription to Mango Languages is live and was announced in the April/May newsletter.
  - The new HTPL subscription to America's News from Newsbank has been officially announced. The subscription includes Detroit News and USA Today in full color images. We are negotiating and hope that the full-image publication of Macomb Daily is coming soon.
  - The library has hired both a Full-time Adult Librarian and Full-time Youth Librarian. Kelly Hovinga will begin as the Full-time Adult Librarian on May 8<sup>th</sup> and Tina Rossow will begin as the Full-time Youth Librarian on April 17<sup>th</sup>. Both candidates are internal hires and we're happy to have them join us full-time.
  - The library has posted the position for a Substitute Library Associate; interviews are taking place this week.
  - The Book Nook stationed in the playground at Lake St. Clair Metropark has been repainted and is now back in place at its location looking spiffy again; thanks so much to volunteers Ron and Kristin Milio for taking on the painting task!
  - The early literacy panel in the children's area has been swapped out for another panel as part of the consortium shared panels; swaps will continue to take place in the future.
  - As part of the Mobile Incubation Program and in partnership with the Lake St. Clair Metropark Nature Center, the library is currently hatching chickens.
  - The rug in the children's area was recently replaced and provides a fresh new feel in the area.
  - Free Covid-19 home test kits from MDHHS are still available for distribution; over 1200 already distributed; the library will continue as a distribution site while tests are available.
  - Update on small claims case against Kidon Security; Rob Wolcheck from the Fox 2 News Hall of Shame is investigating Kidon Security for someone else. He saw my negative review of the company and contacted me for an interview about our experience. The piece should air soon and he will let me know when we can expect it to air. Mediation date is set for April 26<sup>th</sup>.
  - The Friends donated \$500 toward the purchase of Early Literacy Kits for the library; they will be available for checkout soon.

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-SLC approved a "Library of Things" collection to be shared between libraries. Items will be available for check out to Harrison Township library patrons.

C. \*Motion made and seconded to accept the changes to **Hours-of-Service Policy – MGT-06**. Motion carried.

D. Short- and Long-Term Goal Aspirations by the Library Board of Trustees were reviewed. We are currently on track with the three month goals.

**10. New Business**

A. None

**11. Existing Business –**

A. Library Director Employment Contract-Tabled until May 2023 meeting

**12. Board Comment –**

A. Trustee Training – none

B. Blake Hurley is creating a Google calendar for the Harrison Township Library Board to keep upcoming meeting dates and documents organized for board members.

C. The first Community Advisory Board meeting is Thursday, April 27, 2023.

D. Bonnie Haines (library clerk) retired on Wednesday, March 29, 2023. She will be greatly missed.

**13. Adjournment**

A. The meeting was adjourned at 7:42 pm.

**Next Meeting –**

A. The next monthly meeting of the Library Board of Trustees will be held on Monday, 15 May 2023 at 6:30 pm.

**Minutes submitted by** Diane Nelson, Secretary

\*- denotes voting item