

MEETING MINUTES
Harrison Township Public Library Board of Trustees
Monday, 13 May 2024 6:30 pm
In the Harrison Township Administration Conference Room

1. **Meeting called to order** – Blake Hurley at 6:35 pm.
2. **Trustees Present** –Blake Hurley, Diane Nelson, Nick Mordowanec, Dianne Marvaso, Linda Pillow. Carole Wolf, excused
Also, in attendance- Melissa Goins, Director; Beverly Ortman, Friends of the Library
3. **Public Comment**- None
4. **Approval of the Agenda** –
 - A. * Motion made and seconded to approve the agenda for 13 May 2024. Motion carried.
5. **Approval of the Minutes from 15 April 2024** -
 - A. *Motion made and seconded to approve the minutes from 15 April 2024. Motion carried.
6. **Friends Report** -
 - A. On 17 May 2024, the Friends will be having "We've Got Your Back" event at Total Sports for Harrison Township Board Members, Harrison Township Library Board Members, the FOL Board Members, the founding HTPL volunteers, library staff, among others. The response has been positive.
 - B. Summer Concerts at Waterfront Park are set. Volunteer sign-ups will be coming soon.
 - C. Lori's Lick 'em Up Fundraiser is 20 August 2024 from 3:00 – 7:00 pm.
 - D. CD's have been secured for the Friends of the Library's plans.
7. **Treasurer's Report** –
 - A. Review of Financial Statement for the period ending 30 April 2024. Expenses are in line with the anticipated budget spending at this time of year.
 - B. *Review of Expense Report. Reviewed Expense Report for April 2024/May 2024, with the expenditures totaling \$20,034.37. Motion made and seconded to approve the April 2024/May 2024 Expense Report in the amount of \$20,034.37. Motion carried.
 - C. *Motion made and seconded to approve moving \$50,000.00 from Michigan Class (271-000.000-003.003) to Savings Account (271-000.000.002-000). Motion carried.
8. **Committee Reports** -
 - A. *Bylaws & Policy Update Committee*- Did not meet
 - B. *Future Planning Committee* – Did not meet

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C. *Finance Committee* –

1. Michigan Class and Huntington investments have been reviewed. Currently, there are no investments that require reinvesting.

9. Director's Report –

- A. Melissa Goins reported on April 2024 usage and statistics, and patron traffic.
- B. Library Happenings – See Appendix.

10. Unfinished Business –

- A. None

11. New Business –

- A. With the recent power outages, there was conversation regarding the need for a generator. Many community members came to the library in need of power for various devices due to power outages caused by the storms on 7 May 2024. The Future Planning Committee will address this need at their next meeting.

12. Board Comment –

- A. None

13. Adjournment

- A. The meeting adjourned at 7:37 pm.

Next Meeting –

- A. The next monthly meeting of the Library Board of Trustees will be held on **Monday, 17 June 2024 at 6:30 pm** in the Harrison Township Board Room.

APPENDIX
Director's Report and Library Happenings

Usage statistics for April

- There were a couple of programs that boosted the numbers in April. The solar eclipse kit giveaway served 640 folks. We also had over 700 more visitors in the library than usual, which is likely due to folks on the hunt for solar glasses.
- The duck program (58), Puzzle swap (56), and the Money Smart Week Piggy Bank Painting (41) were well attended programs in April.
- NewsBank has almost doubled in usage during April, which may be due to the addition of the Macomb Daily in full-image access.
- Free Covid-19 home test kits from MDHHS are still available for distribution; over 2100 already distributed; the library will continue as a

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distribution site while tests are available; we have been experiencing high demand for the tests again.

- A new Full-time Librarian starts Wednesday, May 15. Haley Rogers comes to us from Shelby Township and Clinton-Macomb Public Libraries.
- Community Shred Day is scheduled and will take place on May 18th from 11am-1pm.
- The library hosted an information table and prize wheel at the Harrison Township Parks and Rec Bike Parade on May 11th .
- The library has been invited to host an information table to talk about the seed library at the June 1st Harrison Township Beautification Commission Plant Exchange from 12-2pm at the Tucker Senior Center.
- The library has been invited to host an information table and Spice of the Month Club giveaway at the A Taste of Harrison Township event hosted by the Economic Development Commission on June 23rd from 12-2pm.
- The library participated with Gleaners in Food for Fines from April 1-26; while the library was forgiving up to \$10 of overdue fines in exchange for food donations, only \$25 in total fees were waived. No late fees needed to donate! The library collected 2 large bins of donated food for Gleaners and all Suburban Library Cooperative libraries combined collected 4,814 pounds of food that will feed 7,382 meals to our hungry neighbors throughout Southeast Michigan.
- The security camera installation is complete though the entire system is not quite up and running. The library lost one camera during recent power outages that is still under warranty and should be replaced soon.
- The library has purchased 3 new T-mobile hotspots to replace damaged and missing ones; The new units are upgrades from the previous. The remaining 2 T-mobile hotspots will be upgraded next year during the contract renewal period.
- The summer newsletter has been sent to the printer and will hit the mailboxes of all HT residents and businesses the first week in June.
- The Friends of HTPL sponsored Teacher Appreciation baskets for all local HT school to express our appreciation to our local teachers and highlight supportive library resources
- The Summer Reading Kick-off is scheduled for June 22 from 12-2pm; Tony Forlini is once again manning the grill and providing hotdogs and buns for the event.

Minute submitted by Diane Nelson, Secretary

*- denotes voting item