



**Hastings Public Library Board of Trustees  
Minutes of Board Meeting on October 7, 2019**

**1. CALL TO ORDER**

- a. The meeting was called to order by Jordan Brehm at 4:30 PM.
- b. Board members present were Kim Bosma, Jordan Brehm, Audrey Burton, Sheena Eastman, David Koons, John Resseguie and Mary Rivett.
- c. Board members absent were \_Norma Jean Acker (ill); Jeff Kniaz (Parent-Teacher Conferences)
- d. Also present were Peggy Hemerling, David Edelman, and Diane Hawkins.

2. **APPROVAL OF THE AGENDA:** It was moved by John Resseguie, supported by Kim Bosma, that the agenda be approved. **Motion approved.**

**3. COMMENTS FROM THE PUBLIC:**

- a. David Sheasley, from Michigan Architectural Glass & Metal, presented the board with four options for possible replacement of the library's failing windows.

**4. COMMUNICATIONS:**

- a. The United Way sent a Thank You for providing a site for Day of Caring workers.

5. **APPROVAL OF THE MINUTES of September 9, 2019:** It was moved by John Resseguie, supported by Audrey Burton, that the minutes of September 9, 2019 be approved with the correction to acknowledge that Sheena Eastman was absent due to work obligations. **Motion approved.**

**6. FINANCIAL REPORTS AND INVOICES**

- a. The June invoices, amended: It was moved by Sheena Eastman, supported by John Resseguie, that the June invoices be accepted as amended. **Motion approved.**
- b. The July invoices and Budget Report amended: It was moved by Audrey Burton, supported by John Resseguie, that the July invoices be accepted as amended. **Motion approved.**
- c. The August Invoices and Budget Report: It was moved by John Resseguie, supported by David Koons, that the August invoices and Budget Report be accepted as presented. **Motion approved.**

**7. COMMITTEE REPORTS**

- a. **Budget and Finance:** A meeting was set for Monday, October 21, 2019 at 4:30 to discuss a pay rate changes for Marty Byington when she takes over the processing of new materials when Panda Englerth retires in January.
- b. **Building and Grounds:** none
- c. **Personnel:** none

- d. **Policy:** none
- e. **Marketing:** The motion was made by Audrey Burton, supported by Mary Rivett, to approve the minutes of the August 28, 2019 committee meeting. **Motion approved.**

**8. LIBRARY DIRECTOR'S REPORT** – see attached report

**9. UNFINISHED BUSINESS:**

- a. December 23 holiday: The motion was made by Mary Rivett, supported by John Resseguie to offer 4 (four) hours of vacation pay to full time employees when the library is closed on December 23, 2019. 6 ayes, 1 nay. **Motion approved by the majority**

**10. NEW BUSINESS**

- a. **Purchase of five Wi-Fi hot spots for patron checkout:** Peggy requested the approval of the purchase of five Wi-Fi hotspots for patrons to check out. Patrons would access the internet through the Sprint network and be allowed the use of unlimited data. A one-year contract would need to be signed, which includes a two-month trial period during which the contract may be cancelled, if service is not adequate for our residents. The cost would be \$675.00 the first year, which the Friends of the Library would pay. A motion was made by John Resseguie, supported by Kim Bosma, to approve the purchase of 5 hot spots. 6 ayes, 1 nay. **Approved by the majority**
- b. **Purchase new battery back-up for the server:** It was moved by John Resseguie, supported by Sheena Eastman, that the library spend up to \$1666.00 on a new battery back-up and surge protector for the server, as long as the possibility of purchasing something less expensive was investigated first. 6 ayes, 1 nay: Koons; **Approved by the majority**
- c. **Boiler Valve Replacement:** It was moved by Kim Bosma, supported by Sheena Eastman, that the library employ T.H. Eifert to replace a frozen boiler valve for up to \$3,560.00 before winter. **Motion approved.**
- d. **Year-End Solicitation Letter:** It was moved by Kim Bosma, supported by Audrey Burton, that the director develop a draft of a year-end solicitation letter requesting donations to help the library upgrade some computers and other technology. Approval of the letter would be sought at the November Board meeting. **Motion approved.**

**11. BOARD MEMBER COMMENT** – Mary Rivett informed the Board that she will be absent on business during the November Board meeting.

**12. ADJOURNMENT:** It was moved by Audrey Burton, supported by Sheena Eastman, that the meeting be adjourned at 6:51. **Motion approved**

**The next regular Board Meeting will be held on Monday, November 5, 2019.**