

# MINUTES OF THE HASTINGS PUBLIC LIBRARY BOARD OF TRUSTEES

## Minutes for December 6, 2021 - 4:30PM

### 1. CALL TO ORDER

The meeting was called to order by Brehm at 4:30 PM.

- a. Board members present were Norma Jean Acker, Kim Bosma, Jordan Brehm, Audrey Burton, Jeff Kniaz via Zoom, David Koons, Kelly Newberry, and John Resseguie.
- b. Also present were Peggy Hemerling, David Edelman, Diane Hawkins and Jane Cybulski, the new Board member appointed by Rutland Township.
- c. Members absent were: Mary Rivett.

### 2. APPROVAL OF AGENDA

It was moved by Audrey Burton, supported by Kim Bosma, that the agenda be approved with one addition to New Business: 10b. Evaluation of the Director.

**Motion Approved**

### 3. COMMENTS FROM THE PUBLIC: none

### 4. COMMUNICATIONS

Hemerling presented copies of a thank you the Library received from a young patron.

### 5. APPROVAL OF MINUTES of November 1, 2021

It was moved by Resseguie, supported by Koons, that the minutes of November 1, 2021 be approved as written. **Motion Approved.**

### 6. FINANCIAL REPORTS AND INVOICES

- a. October invoices
- b. October budget report
- c. It was moved by Newberry, supported by Acker, to approve the October invoices and budget report as presented. **Motion Approved.**

### 7. COMMITTEES

#### a. Budget and Finance:

The committee will meet to discuss the 2022-23 Budget in January.

#### b. Building and Grounds - none

#### c. Personnel – none

#### d. Policy:

The committee reported on the outcome of their meeting on Monday, November 22<sup>nd</sup>.

- 1) Revisions to the existing Code of Conduct Policy were discussed. It was moved by Bosma, supported by Burton, the revisions to the Code

of Conduct policy be approved. The **Motion was approved, Acker abstained.**

- 2) Approval of the Photography and Video policy: The new policy describes the protocol for photos and videos taken within the library and at library events. It was moved by Resseguie, supported by Bosma, that the Photography and Video Policy be adopted. **Motion Approved.**

- e. Marketing -- none
- f. Capital Campaign – none

#### 8. LIBRARY DIRECTOR'S REPORT

The December report is attached to the minutes.

#### 9. UNFINISHED BUSINESS – none

#### 10. NEW BUSINESS –

- a. Cease charging overdue fines on items in the Library of Things –  
It was moved by Resseguie, supported by Acker, that the library cease charging overdue fines for six months on items in the Library of Things. At the end of that period the staff will evaluate its effectiveness in getting items in the collection returned. **Motion approved.**
- b. Evaluation of the Director by the Board and Staff:  
Brehm asked that members of the Board and staff return the evaluation forms by Friday, December 10, 2021.

#### 11. BOARD MEMBER COMMENTS:

Both Brehm and Bosma commented on what a pleasure it had been to serve on the Board for the past six year.

#### 12. ADJOURNMENT:

It was moved by Koons, supported by Burton, to adjourn the meeting at 5:09 PM.  
**Motion approved.**