
Public Comment & Correspondence: thank you notes from staff

Administration

Call to Order:

Vice-President Marcia Woods called to order the regular meeting of the Library Board at 4:36 pm.

Roll Call:

Present: Nancy Walzer, Christine Turple, Sandy Nielsen, Peggy Campbell, Marcia Woods, Jamie Holcomb, and Cheryl Miller. Absent: Sonja Maynard Others present: Samantha Reid-Goldberg, Gary Evans and Jayne Elenbaas

Approval of Agenda for December 17, 2024

Action: Samantha requested to amend the agenda she had sent out last week.

P. Campbell moved to approve the agenda as amended. N. Walzer seconded the motion. Yes: 7 No: 0. The motion was adopted.

Approval of Minutes for November 19, 2024

Action: P. Campbell moved to approve the minutes. C. Miller seconded the motion. Yes: 7 No: 0. The motion was adopted.

Finance

a. Treasurer's Report: November, 2024

Action: C. Miller made a motion to approve the Treasurer's report for November, 2024. P. Campbell seconded it. Yes: 7 No: 0. The motion was adopted.

i. Review of expenditures over \$1500

ii. Approval of future expenditures over \$1500

1. Cintas First Aid/ Safety /Narcan training \$2000

2. Technology upgrades for circulation desk \$3500

Action: P. Campbell moved to approve both future expenditures. N. Walzer seconded the motion. Yes: 7 No: 0. The motion was adopted.

b. Endowment Request from HCL Endowment for Safety Training and Tecnology Upgrades

Action: N. Walzer moved to approve the HCL endowment request. C. Turple seconded the motion. Yes: 7 No: 0. The motion was adopted.

c.2023-24 Financial Audit

Policies

a. Circulation Policy

Action: J. Holcomb moved to approve the policy updates to the circulation policy. N. Walzer seconded the motion. Yes: 7 No: 0. The motion was adopted.

Strategic Plan

a. Meetings planned with Carol from Lakeland for January.

Director's Report

Director's Report

Upcoming Programming:

December:

Hesperia Community Library Board of Trustees

President: Sonja Maynard, Beaver Township
Vice President: Marcia Woods, Greenwood Township
Secretary: Sandy Nielsen, Denver Township
Treasurer: Cheri Miller, Newfield Township

Christine Turple, Denver Township
Nancy Walzer, Newfield Township
Jamie Holcomb, Greenwood Township
Peggy Campbell, Village of Hesperia

Matinee Movie- December 19
Christmas Closed– Dec. 24 & 25
Sensory Play- December 27
Christmas Closed– Dec. 24 & 25

Night Before Christmas
Shelter Cat Storytime- December 20
New Year's Closed: Dec. 31/Jan. 1

January:

Tween Night- January 3

Teen Night- January 9

After-School Movie- January 13

Family Fun Night January 16

Annual Giving: We have received about 900 dollars in annual giving donations, which will fully fund our winter programs. Any additional funds we get at this point will probably go towards the children's room. Oceana Community Foundation is donating book bins for our board books as well.

Cintas: We got the mats and have had them changed a few times, it's pretty nice. The new AED is also installed.

Kathy and the Canva posters: Kathy went through our survey results and as one of her takeaways has been making new posters and signage that directs patrons' attention to things mentioned in the survey.

Training: Kathy is going to spend some of our training day making sure the staff understand all the services we offer (and pay Lakeland for), in preparation for a patron training later in the winter.

Elves are making the library merry: and mostly I mean Stacey. Check out her wrapping paper station, free bookmark tree and candy cane hunt, as well as her display cases.

Old Building, New Problems: We had to have 1st Choice Heating out to work on the HVAC as there was no heat in my office and the workroom. Our handyman is ordering parts for the staff restroom as the toilet gets into endless flushing loops.

Merry Christmas and Happy New Year! 2024 was a trip. The staff blew me away with their willingness to try new things, be creative, and to bring problems to me while armed with solutions. I'm hoping in 2025 we can finesse our team into a well-oiled machine and get uniformity across the board in terms of brand, design, and policies.

Discussion

Sam has meeting with Office Machine Co. Inc about replacing the copy machine in January

Adjournment

Action: J. Holcomb moved that the meeting be adjourned at 4:57 pm. N. Walzer seconded the motion. Yes: 7 No: 0. The motion was adopted.

Recorded by:

S. Nielsen, Secretary

Hesperia Community Library Board of Trustees

President: Sonja Maynard, Beaver Township
Vice President: Marcia Woods, Greenwood Township
Secretary: Sandy Nielsen, Denver Township
Treasurer: Cheri Miller, Newfield Township

Christine Turple, Denver Township
Nancy Walzer, Newfield Township
Jamie Holcomb, Greenwood Township
Peggy Campbell, Village of Hesperia