

**HART AREA PUBLIC LIBRARY  
BOARD MINUTES  
August 9, 2021**

ROLL CALL: Nancy Sterk, Paula Moul, Penny Burillo, Todd Metzler, Juan Cortes, Director Kathleen Rash, Assistant Director Susie Gray. Absent: Jim Evans

APPROVAL OF AGENDA: Motion to approve the agenda by Metzler, support by Burillo. Motion carried.

PUBLIC COMMENT: None.

TRUSTEE DEVELOPMENT: Guest - Merit Representative John Winfrey. Merit is owned and governed by 12 of the 13 state universities and exists only in Michigan. Focused on rural areas. General questions were reviewed regarding service. Discussion regarding commercial service and equipment versus private, residential service. Discussion regarding the amount of what Mbps are best for the Library, as well as the costs. E-rate covers 80% of the expenses. Director Rash will investigate some specific questions and report back. New contract must be signed before January.

#### GENERAL BUSINESS

APPROVAL OF MINUTES: Motion to approve the minutes by Burillo, support by Cortes. Motion carried.

#### REPORTS

SECRETARY: Nothing other than minutes.

TREASURER: Nothing other than the Director's printed report.

Motion was made by Metzler, with support by Cortes, to approve invoices and payments for July 2021. Motion carried.

Motion was made by Burillo, with support by Metzler, to accept financial reports for July 2021. Motion carried.

DIRECTOR'S REPORT: General discussion regarding the report.

CITY: Nothing to report.

TOWNSHIP: Nothing to report.

Unfinished Business:

1. Trustee Development: Merit Representative as mentioned above.

New Business:

1. Encompass Employee Assistance Program - a new, inexpensive benefit program for library employees through Mid-Michigan Library League. Motion by Burillo to join the Encompass Employee Assistance Program, with an overall membership cost not to exceed \$300 per year without further approval from the Board. Support by Metzler. Roll call vote: Metzler-yes, Burillo-yes, Cortes-yes, Moul-yes, Sterk-yes. Motion carried.
2. Township Comparisons - a work meeting has been scheduled on Monday, October 11, just prior to scheduled board meeting to further investigate township income concerns.
3. Capitalization Policy – proposed changes to the policy in order to make the accounting process more efficient. Motion by Metzler to approve the capitalization policy proposed revision, with a limit of \$4000, (as opposed to proposed \$3000 and existing \$1000), for the capitalization threshold. Support by Cortes. Roll call vote: Metzler-yes, Burillo-yes, Cortes-yes, Moul-yes, Sterk-yes. Motion carried.

NEXT MEETING: September 13, 2021 at 6:00pm.

*Respectfully submitted by Paula Moul, Secretary*