

**HART AREA PUBLIC LIBRARY
REGULAR BOARD MEETING MINUTES
September 9, 2024**

Minutes taken by Susie Gray, Assistant Director

Call to order at 6:00 pm.

ROLL CALL: Todd Metzler, Penny Burillo, Nancy Sterk, Mary Sloan, Amanda Klotz, Director Kathleen Rash, Assistant Director Susie Gray. Absent: Juan Cortes

APPROVAL OF AGENDA: Motion by Burillo to approve the agenda. Support by Klotz. Motion carried.

PUBLIC COMMENT: Jordan Walsworth and Barb Frenznick of Golden Township looking for more information regarding the Golden Township contract situation. Sterk suggested an interactive discussion when we get to that point of the agenda.

APPROVAL OF MINUTES: Motion by Metzler to approve the minutes of August 12, 2024. Support by Sloan. Motion carried.

SECRETARY'S REPORT: nothing to report.

TREASURER'S REPORT: Nothing other than the Director's materials.

Motion by Metzler to approve bills and payments for August. Support by Burillo. Motion carried.

Motion by Klotz to accept financial statements for August 2024 with support by Burillo. Motion carried.

DIRECTOR'S REPORT: Nothing other than the written report.

CITY REPORT: Nothing that won't be covered under the business below.

TOWNSHIP REPORT: Nothing to report.

UNFINISHED BUSINESS:

1. City/Library Agreements—There was discussion concerning the details of the draft Memorandum of Understanding between the library and the city. Monthly billing for services is preferred by the board. The prices presented by the city previously for mowing, plowing, and shoveling were deemed fair. In an effort to resolve ongoing trash overage charges, it was agreed the library would opt for an alternative to use a residential type garbage bin for trash instead of the dumpster. Klotz will relay questions and concerns to the city for continued discussion in October.

2. Golden Contract – Following extended discussion it was decided in recognition of the township’s board meeting tomorrow evening Sterk will contact the township office in the morning to advise of the offer by a Golden Township resident who wishes to remain anonymous to donate \$5,000 to resolve the contract issue for the current contract year. Sterk will be available to attend the township’s meeting in the event the Township Board opts to amend their evening’s agenda to discuss the situation. Our board’s concern is to assure resumption of incremental increases in future contract years if this year’s contract is resolved.

NEW BUSINESS:

1. Library Board Continuing Education - brief discussion of document “10 Things Every Board Member Needs to Know” from a presentation at this year’s American Library Association Conference, with recommendation that board members take the time to read it as a helpful reference for both new and ongoing board members.
2. Director’s Evaluation Form – Discussion regarding proposed revision of appraisal process. Sterk proposed that Sterk and Burillo meet with Director Rash to prepare a revised performance appraisal document to present to board members for approval at the October meeting. For the performance period ending October 11, Director Rash will fill out the self-evaluation in preparation for the November board meeting. At the end of the November meeting, the board will go into closed session and work through the evaluation with Director Rash. Sterk will then compile comments into a single evaluation document.

NEXT MEETING: Monday, October 14, 2024 at 6:00 p.m.

Meeting adjourned at 7:28 p.m.

Approved at meeting on: _____

Secretary

President