

FORSYTH TOWNSHIP PUBLIC LIBRARY BOARD MEETING

Wednesday, April 8, 2020, 5:30 p.m.

~~Donna Adams Community Room~~

Zoom Meeting ID: 365 938 940

Password: Library

Board Members Present: Donna Adams, Fran Lukkarinen, Linda Buck, Brian Rice, Dwight Sunday, and Catrina Suardini. A quorum was established.

Also Present: Forsyth Township Public Library Director Leslie Makela, Library Staff Member Leslie Willig

1. **Call to Order:** President Donna Adams called the meeting to order at 5:30 p.m. via Zoom meeting.
2. **Approval of Agenda: Motion by Dwight Sunday/second by Linda Buck to approve the April 8, 2020, agenda with the addition of 8.d. Replacement of Wi-Fi equipment, motion passed by roll call vote.**
3. **Public Participation:** Leslie Willig would like to come in to work when Leslie Makela is not there in order to keep up on necessary tasks.
4. **Approval of Minutes: Motion by Fran Lukkarinen/second by Brian Rice to approve the March 2020, meeting minutes. Motion passed by roll call vote.**
5. **Library Director Report:**
 - Per Director Makela, Jean Montgomery was able to get the Wi-Fi service working again.
 - Digital library cards are available.
 - Director Makela would like the Board to consider adding Leslie Willig as an essential employee to the essential employee letter. The Board agreed with this and asked that the two employees are there at separate times and that Leslie Willig's hours do not exceed 10 hours per week.
6. **Financial Report**
 - Due to the corona virus pandemic, the Financial Report was not yet available.
 - **Approval of April Bills: Motion by Donna Adams/second by Catrina Suardini to approve payment of the April bills in the total amount of \$2,719.44. Motion passed by roll call vote.**
7. **Unfinished Business:**
 - The fundraising committee indicates that the church in Little Lake was not available for their first selection of a date for the Annual Tea. The date of October 3, 2020, has been chosen for the tea.
 - The Board requested that Brian Rice obtain more information on the TEEGORA program for fundraising efforts.
8. **New Business:**
 - **Motion by Donna Adams to add Leslie Willig to the essential employee letter/second by Dwight Sunday. Motion passed.**

- **Motion by Donna Adams to make a one time \$750 additional gift to the Great Lakes Library Digital Library to buy more books due to high demand, and to use the funds that were set aside for employee training to do so/second by Linda Buck. Motion passed by roll call vote.**
- **Motion by Dwight Sunday to continue to pay employees during the pandemic as most employees would not qualify for unemployment/second by Fran Lukkarinen. Motion passed by roll call vote.**
- **Per Director Makela the Wi-Fi replacement cost is \$508.67. Motion by Donna Adams to pay to have the Wi-Fi equipment replaced at a cost not to exceed \$600/second by Linda Buck. Motion passed by roll call vote.**

9. Public Participation: Leslie Willig expressed her appreciation that the Board is taking care of the employees during this pandemic.

10. Board Member Comments: Linda Buck indicated she had a hard time filing her petition for the election. Dwight Sunday announced that he does not plan to be on the ballot for reelection due to health concerns. Brian Rice indicated that he is still checking on the T-shirts, but will wait until we can have an in-person meeting to discuss. Donna Adams wished for everyone to stay safe and healthy.

11. Adjournment: President Donna Adams adjourned the meeting at 6:00 p.m.

The next Library Board meeting is scheduled for Wednesday, May 13, 2020, at 5:30 p.m. in the Donna Adams Community Room.

Respectfully Submitted,

Catrina Suardini

Linda Buck, Secretary

Note: To help ensure a quorum at the next Board meeting, please contact the Library Director at 346-3433 if you are unable to attend.