

FORSYTH TOWNSHIP PUBLIC LIBRARY REGULAR BOARD MEETING

Wednesday, June 9, 2021, 5:30 p.m.

VIA ZOOM CONFERENCE

Zoom Meeting ID: 650 706 5111

Password: Forsyth

Board Members Present: President Donna Adams attending remotely in Forsyth Township, Gwinn; Vice-President Brian Rice attending remotely in Forsyth Township, Gwinn; Secretary Linda Buck attending remotely in Forsyth Township, Gwinn; Trustee Fran Lukkarinen attending remotely in Forsyth Township, Gwinn; Trustee Karen Pascoe attending remotely in Forsyth Township, Gwinn. A quorum was established.

Board Members Absent: Trustee Catrina Suardini.

Also Present: Forsyth Township Public Library Director Leslie Makela.

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 Brian Rice/second by Karen Pascoe to approve the June 9, 2021 agenda with the following additions: 8c All Seasons Bid for Window and Siding Wash, 8d H.O.P.E Grant, and 8e. Irons Street Property. Motion passed by roll call vote.**
3. **Public Participation:** None.
4. **Approval of Minutes: Motion by Fran Lukkarinen/second by Linda Buck to approve the May 12, 2021 meeting minutes as presented. Motion passed by roll call vote.**
5. **Library Director Report:**
 - Please see written report.
 - Director Makela updated the Board on the RIDES pricing situation with libraries across the state.
 - Director Makela invited Board members to attend the photo opportunity with the Gwinn Community Fund on Friday, June 11, 2021 at 8:30 a.m. for the \$800.00 Summer Reading grant the library received.
6. **Financial Report:**
 - a. **April FY '22 Financial Summary/Book Expenditures:** Donna Adams reviewed financial reports and explained the unaudited projected tax revenue to the library at the end of fiscal year 2021 will be approximately \$101,000.00. This amount is about \$3,000.00 less than was budgeted. The unaudited fund balance is projected to be approximately \$131,500.00.
 - b. **Building Status and Current Building Issues:** None.
 - c. **Approval of June Bills: Motion by Fran Lukkarinen/second by Brian Rice to approve payment of June bills in the total amount of \$3, 227.80.**
 - d. **Status of Donations:** Donations total \$1,440.00 as of May 31, 2021.
7. **Unfinished Business:**
 - a. **Fundraising Update- Teegora, Fun Daze and Fall Tea:**
 - The Tea Party fundraiser will be held on Saturday, September 18, 2021.
 - The Fundraising Friends will meet on Monday, June 14, 2021 at 10:30 a.m. at the Gwinn Clubhouse to begin planning.

- The Used Book Table will be held from 10:00 a.m. to 2:00 p.m. at Gwinn Fun Daze on Saturday, June 26, 2021.
 - The library received a check for nearly \$47.00 from Teegora for shirts purchased by patrons for the ongoing T-shirt Fundraiser.
 - b. Continued Discussion: FY '22 Pay Increases July 1, 2021:**
 - A 1.3% increase is not sustainable at this time.
 - A \$12.00 hourly minimum is not sustainable at this time.
 - Issue tabled until the August 11, 2021 meeting with Board members encouraged to have ideas for providing future pay increases for staff.
 - SCI Cleaning versus library custodian will be discussed at the July 14, 2021 meeting with Director Makela providing a timeline for the transition.
 - c. Review FY '25 Goal List and Prioritize:**
 - Director Makela provided Board members with the staff's priorities from the list.
 - Discussion of automatic door closers for restroom doors and a library podcast.
 - Director Makela will meet with Brian Rice to plan the library podcast with plans to go live with the first episode in August.
 - Director Makela will research automatic door closers.
 - d. Update: Circulation Desk:** None.
- 8. New Business:**
- a. **June/July Calendar:** Director Makela also provided the Summer Reading Activity calendar.
 - b. **MyWebMaestro Maintenance Plan: Motion by Donna Adams/second by Fran Lukkarinen to approve the purchase of the MyWebMaestro maintenance plan through Superiorland Library Cooperative for the special price of \$202.70 per year with plans to reevaluate at the end of the service year. Motion passed by roll call vote.**
 - c. **All Seasons Bid for Window and Siding Wash: Motion by Brian Rice/second by Karen Pascoe to approve the bid from All Seasons Carpet Care & Restoration for window washing and siding wash with algae/mold treatment not to exceed \$450.00 with the request that a test wash be done on a small section of siding to check for paint damage. Motion passed by roll call vote.**
 - d. **H.O.P.E Grant:** Fran Lukkarinen will attend the informational webinar with Director Makela on Tuesday, June 15, 2021 from 10:30 a.m. to 12:00 p.m. to learn details for grant application and aid in the decision to move forward with an application.
 - e. **Iron Street Property:**
 - Discussion on continuing to pursue "For Sale by Owner" for the property versus using a realtor with the real estate market booming. Donna Adams reported there have been 2 parties interested with no offers made.
 - **Motion by Fran Lukkarinen/second by Brian Rice to pursue relisting the Iron Street Property with Adam Karki at Select Realty with a secondary plan to relist with Avis Ketola if Adam Karki is not available. Motion passed by roll call vote.**
 - Donna Adams will contact Select Realty on behalf of the library.
- 9. Public Participation:** None.
- 10. Board Member Comments:**
- Donna Adams expressed her excitement over the library participating in the Prom Dress Swap with Peter White Public Library as a drop-off point.

- Karen Pascoe stated that she is impressed with the motivation and accomplishments of our library and Board to continually move forward.
- Brian Rice reminded Director Makela that he and the rest of the Board are willing to help with the Summer Reading Program in any way they can.
- Fran Lukkarinen reiterated how thankful she is for our library and all of the new books.

11. **Adjournment:** President Donna Adams adjourned the meeting at 6:50 p.m.

The next Library Board meeting is scheduled for July 14, 2021 at 5:30 p.m. via Zoom.

Respectfully submitted,

Leslie Makela, Director

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.