



33 N. Thompson St
New Buffalo, MI 49117
269-469-2933

January 9, 2024

1. Call to Order-Roll Call

President Kathie Butler called the meeting to order at 4:16.

Present: Kathie Butler, Becky Borglin, Mary McPherson, Nancy Mrozek, Peter Sagala, and Mary Donnelly.

Absent: Paul Ciccarelli, Sandy Sporleder, and Donna Salerno.

2. Approval of the Agenda

Mary Donnelly moved to approve the January agenda, seconded by Peter Sagala. All ayes, motion carried.

3. Approval of the December minutes

Motion made Paul Cicc to approve the December minutes, seconded by Mary Donnelly.

Four ayes, Mary McPherson abstained, motion carried.

4. Treasurer's Report

Peter Sagala said that the balances at the end of the year looked great. As of December 31st, we had a balance of \$1,113,764.27. Peter said considering all the issues and repairs to end with a positive balance was awesome. Julie said she did pay 3 checks for 2023, the HVAC humidifier, new HVAC board and the funds for Meals on Wheels from the Fudge Fundraiser. Kathie asked if we are still ok with our amended. Julie said yes since we did not go over the total budget. Becky Borglin made a motion to approve the Treasurer's report, Mary McPherson seconded. Motion carried.

5. Privilege of the Audience:

6. Business

Julie asked if Chad could speak about the history room first. The board agreed.

History project:

Julie said that Jackie Shen's Fudge Fundraiser raised a little over \$4100 for the library and \$4100 for Meals on Wheels. There will be a private match, so we should receive another \$4100. The Pokagon Fund gave \$4400. The Realtor Association will donate \$5000 if the board chooses the option to add on a room to expand storage in the History Room.

Chad told the board that he met with Julie several times to look at the room and the possibilities to expand storage. He asked Heidi Hornaday, a New Buffalo architect, to meet with them, which happened today.

Julie was impressed that Heidi was willing to look at all options but is in favor of getting the most out of the room with as little change and cost as possible. There was some talk about replacing



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the table that is too large for the room, and repurposing the cabinets that are not functioning in the room. Chad talked about possibly moving the door or taking out the windows. There are many possibilities to explore. Whether we do storage inside or outside of the room, or expand, Chad wanted to bring Heidi in to make sure we get this right. Payment for Heidi's services could come out of the received funds, such as the Pokagon Fund grant.

Mary McPherson asked if we need a committee to work with Heidi, and the consensus was that we wait to see Heidi's plans before forming a committee. Mary Donnelly said Heidi would have no problem working with the full board.

Depending on the size of the project more funds may need to be raised to complete the project. Since it will take time to get the plans the board will plan on reviewing them at the March meeting.

Library update:

- There will be a staff in-service on Wednesday, January 17th. The library will be closed so the staff can participate in training for PressReader, Bibliotheca gate software, payroll software, and policy updates. All staff are able to attend.
- We received a quote to replace 11 can lights in the building. The quote was over \$5200 from Linear Electric. Chad brought in Harbor Electric to get a second quote. What we know is that these lights must be totally replaced due to commercial codes. Harbor Electric confirmed this and will look for alternatives to existing lights. Mary McPherson suggested finding a grant to help with costs. Should have more information by the March meeting.
- We are still looking for garbage service. The City ended their contract with Lakeshore for commercial pick up. We've had issues anyway with where the garbage is being picked up, as the hill behind the library can be dangerous to take the bins down. We will go with Lakeshore on a monthly basis until a solution is found. Julie will see if garbage can be picked up in the parking lot close to the main doors.
- Julie is having issues with a patron who is taking out DVDs and destroying them. They also come in drunk and disorderly at times as well. Julie will suspend this person from taking out library materials, and update policies to share at the March meeting.
- Julie contacted Tracy Ripley and Richard Eberly about the donor wall project and the STEM students. Tracy thought it could be a good idea, but we still need to hear back from Mr. Eberly.

Kathie made a motion to cancel the February meeting, Mary Donnelly seconded. All ayes, motion carried. The Board will meet again on March 12th.

7. Board Comments: Peter said that the week before Christmas was pretty quiet but got very busy after Christmas and New Year's. He likes the idea of using display cabinets in the lobby to draw people's attention to what the library offers.



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8. Adjournment:

Peter Sagala made a motion to adjourn, Nancy Mrozek supported.
All ayes, motion passed. The meeting ended at 5:06 pm.

Respectfully submitted,
Becky Borglin