

Library Advisory Board Meeting

Thursday, January 19, 2023

7pm

Agenda

Members Present:

- Mary Cook – *Library Director*
- Elaine Ebeling – *Chairperson*
- Patti Walcott – *Vice Chairperson*
- Carol Scholten
- Margaret Wheeler
- Karen Amisi - *Secretary*

Absent:

- Lenore Cook

I. Call to order

- The meeting was called to order at 7:10 pm by Elaine.

II. Approval of the agenda

- Action: Approve items listed on agenda as submitted
- Motion: Patti
- Support: Margaret
- The items listed on the agenda were approved as submitted.

III. Approval of the previous meeting minutes (October 20, 2022)

- Action: Approve items listed on agenda as submitted
- Motion: Margaret
- Support: Carol
- Minutes from the October 20th, 2022 meeting were approved

IV. Financial report

a. Report for FY22 and beginning of FY23

- The director presented a summary of the budget report.

V. Communications and correspondence

- No communications and correspondence were mentioned / received.

VI. Director's report

The report highlighted the following areas -

- Staffing / Training
- Programs for both children and adults
 - Fall 2022 (recap) and Winter 2023- current and upcoming events.
- Lakeland Library Cooperative
- Promotional Materials – currently the library and the Allendale Chamber work together to help publicize library events on the community calendar.
- Staff emails
- State Aid
- Event Calendar / Room Reservations

VII. Youth Librarian's report

Highlights in the report included -

- Claymation Workshop for Teens (11/12/22)
- Outreach Visit in an Allendale High School classroom (11/21/22)
- Pop-In Playtime (1st Saturday every month)
- Holly Jolly Holiday Party (12/3/22)
- Program Statistics (October - December 2022)
- Winter Reading Program (2023)
- Summer Reading Program (2023) - being planned

VIII. New Business

a. Officers for FY23

- Action: To elect Library Board officers for the current year 2023 as per by laws
 - Chairperson - Patti Walcott
 - Vice Chairperson - Margaret Wheeler
 - Secretary - Elaine Ebeling
- Motion: Margaret
- Support: Carol
- The members above were elected as officers for the current year 2023.

IX. Old Business

a. Friends of the Library update and Memorandum of Understanding (MOU)

- A sample MOU between friends and libraries was presented.
- A draft MOU between friends and the Allendale Township Library was presented and discussed.
- Updates on the ongoing the meetings

X. Public comment

- No comments - No members of the public were present for the meeting.

XI. Adjournment

The meeting was adjourned at 8:17 pm

Next meeting Thursday, April 20, 2023 at 7pm

Prepared by:

Karen Amisi

1/19/2023

Name

Date