

St. Ignace Public Library Board Meeting Minutes– June 18, 2019

The meeting was called to order at 5:02 PM with the following present: Alycia McKowen, Ruth Lachapelle, Mary Maurer, Martha Sjogren, Eliska Grogan, and Loni Brown. Not present was Kim Nowack and Elaine MacDonald.

A motion was made by Mary Maurer to approve the May 2019 meeting minutes as presented and was seconded by Loni Brown. Motion was carried.

Old Business

Free Little Library Update: Alycia McKowen gave an update regarding the Free Little Library that is to be put up at the St. Ignace Marina. Ruth Lachapelle also gave an update on the Free Little Library located in the American Legion Veterans Park.

New Business

Director's Report: Alycia McKowen presented the Director's Report and highlighted some key areas for discussion. Upcoming collaborations and community engagement events were discussed. Alycia McKowen also updated the board on the internal happenings of the library. The State Librarian and the Director of MCLS came to visit on June 4 and Alycia gave the board a breakdown of that meeting.

Emergency Response Procedures: Alycia McKowen briefly mentioned that the procedures document is finished and will be a living document. This document is the infrastructure needed to proceed with seeking grant funds for a defibrillator for the Library. Alycia will send the document to the board for to be reviewed at their leisure.

New Employee Evaluation: Alycia McKowen presented to the board Chad Lozen's 3 month evaluation and discussed his progress as a library employee.

Approval of Payables: The library board signed off on the payables totaling \$7,239.49.

Public Comment

Alycia McKowen discussed how busy the library is with events and how pleased she was to see how well the events are being attended. Martha Sjogren and Mary Maurer brought up the trolley and discussion took place about the library being a potential stop with the trolley's route. A motion was made by Martha Sjogren to send an official letter of consideration to the St. Ignace Business Bureau signed by the St. Ignace Library board. The motion was seconded by Loni Brown. Motion carried.

Meeting adjourned at 5:37 PM with a motion to adjourn made by Mary Maurer and seconded by Loni Brown. Motion carried.

Approved July 9, 2019