

Alden District Library
Board Meeting Minutes – Community Center
February 10, 2025 4:00 pm

Board Meeting

Members' Present

Maureen Clore (President), Jodie Balhorn (V.P.), Jim Austin, Pami Sprague, Don Williams

Absent Dave Reck (Treasurer), Pam Esterline (Secretary),

Others Present Sue Riegler (Director), John Vogel (FOTL)

CALL MEETING TO ORDER 4:02 pm

Agenda Approval The agenda was approved

Motion made by Williams supported by Austin and passed unanimously

Previous Minutes

January 11, 2025 meeting minutes were approved

Motion made by Sprague supported by Williams and passed unanimously

Correspondence None

Public Comment None

Financial Report

Bills for Payment for January 2025 in the amount of \$13,581.81 were approved.

Motion made by Balhorn supported by Austin and passed unanimously

Director's Report Sue Riegler

See Directors Report for February.

Highlights:

The printer had some adjustments for remote connecting and faxing was reconfigured.

QuickBooks Online purchased, J.Jewett (ADL Accountant) and Riegler met with them.

ADL staff now electronically record hours.

Attended MI Dept of Labor and Economic Opportunity Technostress webinar

Ready to Read Presents: Engaging Bigs & Littles During Storytime webinar -B. Byard (ADL staff)

Antrim Women's Alliance donated \$500 for STEAM related programs via the FOTL-photo on Facebook

Helena Township Parks and Recreation approved Coy Mountain StoryWalk.

Booked a musician for August at the Village Center, no charge for the venue. Spoke with the Fire Chief to have the event in case it rains.

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FOTL Report - John Vogel

Enrichment-Feb 16, Bob Holtzmann speaking about the Tribe. Linda B is going to print 30 copies of the directory to put at the library for distribution. 5 book sales planned for the year, next sale is April 4th and 5th. Renewing the Friends of the Michigan library membership.

Action Items

TechSoup QuickBooks Online update-M. Clore—pay a monthly of \$117/month to former quick books account but before we cancel Dave would like to ensure the data all transferred to TechSoup QuickBooks during his transition. We will pay for one more month. Discuss advanced verses plus versions, M. Clore stated we would stay with the advanced for TechSoup.

Signatories for Bank- M. Clore- Sign today and Sue will get them to the bank.

Ad hoc committee for budget process- M. Clore – Pami, Maureen, Dave and Sue will meet to get complete by May meeting to be ready for July.

Discussion Items

Accountant Jennifer Jewett's 2025 Contract- M. Clore- didn't increase her annual, this was discussed so next meeting we will vote.

Earned Sick Time Act (ESTA)- S. Reigler- Maureen, Jim, Dave talked with Foster Swift who drafted a policy for our review. Could go into effect February 21st. House passed under 50 employees we would be exempt, but the Senate wants it to be under 25 they are still meeting. Either way we would be exempt. Include in the Policy that we will comply with the law if ADL were to go over the number of employees that get approved.

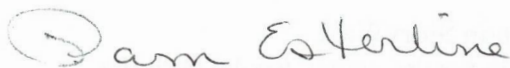
S. Reigler discussed the accrual start time change. More discussion will be needed. Maureen will put some questions together for Karl Butterer of Foster Swift.

Public Comment-Other

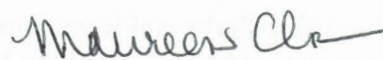
M. Clore- Sue will make a folder in Google drive for time off requests for S. Reigler. Sue will add all the Board to the Personnel folders.

Meeting Adjourned 4:32pm

The motion made by Austin supported by Williams and passed unanimously.



Pam Esterline
Secretary
Minutes by: Jodie Balhorn



Maureen Clore
President