

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

Board Meeting

Members Present-Maureen Clore (President), Jodie Balhorn (V.P.), Dave Reck (Treasurer), Jim Austin, Pami Sprague

Absent- Don Williams, Pam Esterline

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

CALL THE MEETING TO ORDER 4:05 pm

Agenda Approval The agenda was approved

Motion made by Reck, supported by Balhorn and passed unanimously

Previous Minutes

February 10, 2025, meeting minutes were approved

Motion made by Reck supported by Austin and passed unanimously

Correspondence None

Public Comment None

Financial Report –

Bills for Payment for February 2025 in the amount of \$13,753.06 were approved.

Motion made by Clore, supported by Austin and passed unanimously

Director's Report Sue Riegler

See Directors Report for March.

Highlights:

- Documents on Google Drive
- Staff training
- Pam W coordinates display case
- Staff evaluations are due April 1st. Policy states they come to the personnel chair, there is not a personnel committee any longer, they should now go to the President. Adding to google drive
- Online Time sheets for staff starting in January and will hold a paper copy.
- Employers must provide written notice of a current employee's rights under the ESTA on March 23, 2025. Sue will send notices to all staff.
- PTO tracking will not happen through the payroll system.
- TAAG donation \$200, now included in Directors report, Sue sends tax letter and personal note.

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- Clore- inquired on number of Book Buddies- 86 children involved, Sue Reck (baby pantry) was given more applications.

FOTL Report

- Antrim Women Alliance donated \$500 for STEAM projects, FOTL gave the funds to Alden District Library.
- 2025 activities on Facebook Page
- March 15 Saturday, TAAG Saturday Sew for charity.
- April 4 and 5, book sale
- April 6, at 2PM Sunday enrichment, narrative and pictures Isle Royle National Park by Judy Umlor.

Action Items

- **Accountant Jennifer Jewett's 2025 contract**

Accountant Jennifer Jewett's 2025 Contract renewal:

Motion by Austing second by Reck and passed unanimously.

- **Signatories for bank – update**

Account balances; leaving a reasonable amount in checking the majority in savings, interest rates, FDIC coverages; \$250,000 for Checking and \$250,000 for Savings/CDs, signature authorities change, research interest rates for CDs at other locations they are due in May, Reck will report at next meeting on signature authorities and CD rates. ADL is part of the ACT 20 public money-how *public entities can invest their money*.

- **Budget committee update – Clore or Reck**

The Director has given budget recommendations for 25-26. Reck, Clore and Sprague will discuss at Ad Hoc Finance meeting March 22 and report back to the board. Spreadsheet on google for the budget review.

Discussion Items

Clore-Voters registered list needs to be updated. Suggested that the township may have an updated list, or one could be purchased. Sue is going to ask Clare Membiela, Library of MI law consultant if she can have a list of patrons and cross reference with the voters list. What criteria are we looking for if asking the County. A Query is generated by the information that is given to them.

Discussion on the Board's criteria for potential trustees,

- People who use the library
- Age
- Patron
- Who is coming to the library, (parents/youth), Book Buddy participation, and other events-

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Public Comment

None

Meeting Adjourned 4:45pm

Motion made by Reck supported by Sprague and passed unanimously.



Pam Esterline
Secretary



Maureen Clore
President

Minutes by: Jodie Balhorn

