

**DORR TOWNSHIP LIBRARY
BOARD OF TRUSTEES
Dorr Township Library
Date: August 16, 2021
6:00 P.M.**

MINUTES

Meeting was called to order at 6:03 pm

Pledge of Allegiance: Was said.

Roll Call: Present- Michael Rydman,.Derrick McLain,Carrie Brooks, Brittany Hunter, Reilly Brower, Interim Director

Absent - Samantha Oswald

Approval of the Agenda: Brooks made a motion to accept the agenda and was seconded by Hunter. All yes, motion carried.

Approval of the Minutes: Hunter made a motion to accept the minutes from the July 19 meeting, and was seconded by McLain. All yes, motion carried.

Treasurer's Report: Treasurer Hunter made a motion to pay the credit card bill in the amount of \$2,359.85 and was seconded by McLain. All yes, motion carried.

Public Comment: None

Director's Report:

The library was audited and the cost is \$2,100, to be accounted for in September budget numbers. Calculators ready for check out. Storytime going well, currently there is a small dip in numbers. Summer Reading is done, there were 142 sign-ups, 45 finishers. Prizes were awarded. There has been a slight dip in patrons with school starting and the Covid variant. The library received it's quarterly township appropriation. Sierra will receive an upgrade on Wednesday, August 18, which may cause an interruption in Libby/Overdrive. The library will be closed September 4 - 6 for Labor Day. Lakeland will purchase unlimited SIP licenses. SIP licences will allow for more efficient products for the library. The hope is that the cost will be added to the fee already paid to KDL. MIOSHA strongly encouraging staff and patrons to wear masks, however, no requirement given.

Committee Report:

Director Search and Update - The Personnel Committee reported that they have met and have recommended two candidates; Mary Hill and Jeffrey Babbitt.

NEW BUSINESS:

1. **Develop bank of interview questions** - The board discussed sample interview questions and a document bank was created that could be added to if more ideas came up.
2. **Set date and time for interviews-** The board all agreed that Mondays and Thursdays will work for potential interview days. A letter will be sent from Board President, Michael Rydman, that the interviews will be on Thursday, August 26 at 6:00 pm and 7:00 pm.
3. **Extension of Interim Director** - After a brief discussion Brooks made a motion to extend the Interim Director duties through the hiring of the new director and a minimum of two board meetings. Motion was seconded by McLain. All yes, motion carried.

Township Board Meeting: August 26, 2021, at 7:00 p.m. Brower will send an email report on behalf of the library.

Adjournment: Rydman motioned to adjourn at 7:16 pm, and was seconded by Hunter. . All yes, motion carried.

Next regular meeting: September 20, 2021 at 6:00 p.m.

Submitted by Carrie Brooks