



# NEWAYGO AREA DISTRICT LIBRARY

*Reaching The World Through Information*

## Regular Meeting of the Board of Trustees

May 15, 2018

### 1. CALL TO ORDER

The Meeting was called to order by President David Chambers at 5:30 p.m. at the Newaygo Area District Library, 44 State Rd, Newaygo, MI 49337.

Presiding Officer: David Chambers

Roll Call: Present: Aileen Pugno, Marj Redder, Jennifer Page, Elizabeth Pitzer, Jamie Baker.  
Absent: Michael Burns.

Approval of Agenda: Motion by Pitzer and supported by Redder to approve the Agenda. AIF/MC.

### 2. MINUTES

Motion by Pitzer and supported by Baker to approve the minutes of the Regular Board Meeting of April 17, 2018. Pugno pointed out a spelling error on page 4. Correction was made. AIF/MC

### 3. PUBLIC COMMENTS:

No public comments.

### 4. RESERVED TIME:

- Lauren Wenneman, Gabridge & Company: Final Audit Report FY2017.  
Ms. Wenneman reported that the library had earned an unmodified opinion.

After Wenneman's report, the Trustees discussed whether or not the library could continue annually to pay an additional amount against the bond principal. Tinkham said the bond agreement with ChoiceOne Bank allowed the library to pay an additional \$5,000 on October 1 of every year. Chambers said the library should continue to do that as long as possible. Tinkham agreed and said that the 2018 Budget approved by the Board included funds for the additional payment.

- Meet Our Staff: Sarah Welch, Youth Services Manager.  
Tinkham introduced Sarah to the Trustees. Welch shared plans for summer reading events, including two teen only events held for the first time in hope to have more participation by this age group. Welch introduced a new reading club: Reading Warriors, where kids pick their book title for the group to read. Welch shared that Animation was the most popular event on Middle Zone Mondays. Kids remain excited about building and animating LEGO bricks. Supplies for this were initially purchased through the LSTA Grant awarded last year for Animation Camp held in August 2017. Welch talked about the efforts she, Director Tinkham, and Youth Services Assistant Carly Abbot have put

into the library's Facebook page. Page followers have increased from 200 in early 2016 to over 650 at present. Tinkham informed the Board that Sarah was studying for her Library Science degree. She finished the winter semester with a 4.0. The Board congratulated her.

#### **5. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS**

Director Tinkham reviewed the financial reports and accepted questions from the Board. Revenues received to date were 69% of the expected budgeted income. Expenditures were at 42% of the budgeted amount to date. The library sold its first non-resident card. The library also received notification from the Gerber Foundation of a \$2,000 grant award to purchase Baby Babble-time supplies and from the Library of Michigan for the \$2,000 LSTA grant award to purchase supplies for holding a robotics camp in August.

There were no board comments. Motion was made by Page and supported by Redder to approve the Treasurer's Report and Bills and Cash Disbursements as presented. AIF/MC

#### **6. DIRECTOR'S REPORT**

- Director Tinkham invited the Trustees to attend the 8<sup>th</sup> Michigan Grown Arts presentation by Mark Newman on Thursday, May 24 at 7:00 P.M. Mr. Newman will share what can be done by ordinary people to help stop the harmful damage by invasive species to our Great Lakes.
- Friends of the Library: The Friends met on May 8. Erin Mitchell was voted in as Secretary/Treasurer. The next meeting was scheduled for June 12, 2018 @ 5:30 pm. June 14<sup>th</sup> and 15<sup>th</sup> the book store will be open.
- The library's new website ([newagyolibrary.org](http://newagyolibrary.org)) went live on May 11, 2018. Tinkham noted that Library Assistant Linda Rickert worked hard to meet this goal. The website will be continually enhanced and updated.

#### **7. UNFINISHED BUSINESS**

- Strategic Planning: Library Vision and Mission Statements.  
Tinkham distributed versions of library vision and mission statements. The statements incorporated ideas gathered from the Board, the Staff, and the Community through Community Engagement Survey comments.

After discussion, Chambers called for a motion to approve the choice of vision statement. The motion was made by Baker and supported by Page. AIF/MC. The approved vision statement was:

*Newaygo Area District Library will be the most convenient and essential community connecting place by providing all-inclusive programming and outreach, robust collections, responsive services and access to advanced technology resources in a friendly, courteous environment.*

After discussion, Chambers called for a motion to approve the mission statement with tag line. The motion was made by Baker and supported by Pugno. AIF/MC. The approved mission statement with tagline was:

*Newaygo Area District Library enriches lives in our community by providing resources and services for lifelong learning and enjoyment with the space and opportunity to gather, connect and explore.*

*Learn·Connect·Explore.*

Tinkham passed around the possible drafts of new library LOGOs. She suggested the library approach FUZE Media Group of Fremont to price development of a new logo which included the new tag line. FUZE Media worked with the library on developing other projects in the past.

Pugno, Pitzer and Tinkham expressed that the Muskegon River is what was unique with Newaygo. The other logos with books were images generic to all libraries. The river in the logo would be specific to Newaygo Library. Tinkham will seek pricing from FUZE and approach the Board at the next meeting.

- Set next Strategic Planning Meeting Date.  
June 6, 2018 5:30 p.m.

Tinkham will meet with staff to determine their input of ideas of which the library strategic plan could focus. Pugno said the collection had come up many times in discussions, along with education. Those should also be considered for focus areas.

- NADL Circulation Policy: Tinkham informed the Board that this is still in process.

#### **8. NEW BUSINESS**

#### **9. PUBLIC COMMENTS**


No public comments.

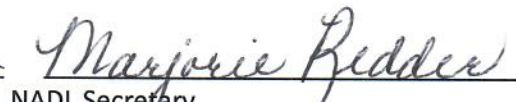
#### **10. BOARD MEMBER COMMENTS:**

No board comments.

#### **11. ADJOURNMENT**

A motion to adjourn the meeting was made by Page and supported by Baker. AIF/MC. The meeting was closed at 6:19 p.m. by President David Chambers.

  
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NADL President

  
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NADL Secretary