



Newaygo Area District Library

Regular Meeting of the Board of Trustees July 17, 2018

1. CALL TO ORDER

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

Presiding Officer: David Chambers

Roll Call: Present: Jamie Baker, Marj Redder, Ailene Pugno.

Absent: Michael Burns, Jennifer Page, Elizabeth Pitzer.

Approval of Agenda: Motion by Redder and support by Baker to approve the Agenda. Tinkham requested to hold the director review at the end of the meeting. The agenda was adjusted. AIF/MC.

2. MINUTES

- Approval of minutes of Regular Board Meeting of June 19, 2018.
Motion by Pugno, support by Baker to approve the minutes. AIF/MC

3. PUBLIC COMMENTS

4. RESERVED TIME

- Meet Our Staff: Sam Mayworm, Circulation Clerk.
Mayworm introduced herself and explained some of the tasks she performed in her duties. She expressed gratitude in being able to work with teen programming and collections inventorying under supervision of Youth Services Manager Sarah Welch.

5. TREASURER'S REPORT AND BILLS AND CASH DISBURSEMENTS

Director Tinkham reviewed the financial reports. Revenues were ahead of monthly budget predictions. Expenditures were slightly elevated to date. Tinkham requested the board to increase the Library Materials budget by \$3,000, the amount available to be drawn from the Library's FACF Endowment Fund. There were no board comments.

Motion by Redder, support by Baker to approve the Treasurer's Report and Bills and Cash Disbursements as presented. AIF/MC

6. DIRECTOR'S REPORT

Tinkham updated current library business:

- She met with City Manager Schneider and Newaygo Police Chief Andres on July 16 to discuss parking during special events. Parking in front of the building complex will be restricted to twenty minutes in all but the furthest front row parking place. Two permanent signs will be placed to indicate this.
- Logo Development: She met with Victor DuBois of FUZE Media on Monday, July 16 to discuss logo samples. Copies of four logos were displayed for board discussion. Trustees chose one logo and requested another to be used for promotional items.
- Tinkham invited the board to attend "Whatever Happened to Idlewild" by Coy Davis on Thursday, July 26, at 7 pm in the City Chamber Room.

- Tinkham was applying for another MCACA mini-grant to continue the Michigan Grown Arts program. The current grant period ends after September.

Baker would like the Friends of the Library to display the schedule of volunteers and the bookstore hours.

Redder volunteered time to work the bookstore.

7. UNFINISHED BUSINESS

- Strategic Planning: Goals and Objectives

Tinkham explained how she and staff identified the goals and measurable objectives shared with the board.

Pugno said the strategic goals were reasonable and the objectives were achievable with a little bit of reach.

Baker agreed and added that as objectives were measured there will be fluctuations because of the time of year, weather, events and outside factors.

Chambers said that regarding partnerships there should be links between the City and Library websites. Tinkham added she would like to see the townships and library also provide links to each other.

Tinkham will continue working with staff to identify library activities that will achieve the strategic goals and objectives.

8. NEW BUSINESS

- Budget Adjustment: Capital Outlay-Library Materials

Motion by Baker, support by Pugno to approve the budget adjustment as presented. AIF/MC

- Director's Evaluation

Baker said that Tinkham received an excellent review. Her performance of duties was rated by all as having exceeded expectations or as being outstanding in her achievement.

9. PUBLIC COMMENTS

10. BOARD MEMBER COMMENTS

Baker told Director Tinkham that she was doing a phenomenal job.

Chambers said that Director Tinkham's leadership has been a pleasant change for the library. He felt her performance of duties has been outstanding.

Redder agreed and said Tinkham does a great job.

11. ADJOURNMENT

A motion to adjourn the meeting was made by Pugno and supported by Baker. AIF/MC. The meeting was adjourned at 6:58 p.m. by President David Chambers.



NADL President



NADL Secretary