

# Meeting Minutes



**Call to order.** The regular meeting of the Coleman Area Library Board of Trustees was called to order at 6:56 pm on Tuesday, October 15, 2024

## Members Present

  N   Board Chairman: Nancy Robison        Y   Board Vice Chairman: Thomas Coon        Y   Trustee: Linda Anthony  
  Y   Treasurer: Maureen Middleton        Y   Board Secretary: Greta Tigner        Y   Trustee: Jason Lewis  
  Y   Director: Amy Comber Gross

Guests:   Ashlynn Rice  

**Members Absent:**   Nancy Robinson  

**Public Comment:**   None  

**Approval of Minutes.** It was moved by Maureen Middleton to approve the meeting minutes from September 2024. Seconded by: Greta Tigner. All yes, motion carried.

**Approval of Treasurer's Report.** It was moved by Linda Anthony to approve the treasurer's report from October 2024. Seconded by: Maureen Middleton. All yes, motion carried.

**Approval of Bills.** It was moved by Linda Anthony to pay the October 2024 bills. Seconded by: Greta Tigner. All yes, motion carried.

**Director's Report.** A general library update was given. See attached report.

**Unfinished business.** None.

**New business.** Discussion was held regarding exterior street lighting and the time set for on/off.

**Announcements.** Next Board Meeting will take place on November 19, 2024

**Adjournment.** It was moved by Linda Anthony to adjourn the meeting on October 15, 2024 of the Coleman Area Library Board of Trustees at 7:15PM. Seconded by: Jason Lewis. All yes, motion carried.

Respectfully submitted, Amy Comber Gross, Library Director

## Director Report for October 2024 Library board meeting

### Events and Programs:

1. The library has seen increased usage with over 10, 588 people visiting the library between January and October 1. This is a 15.5% increase during the same time last year.
2. Both the LEAP Homeschool Club and the Comet Club school book totes programs are off to a great start. These programs allow us to connect with students year-round and encourage library use.
3. The SPARKS after-school program will begin monthly field trips to the library at the end of October.

### Staff news:

1. Amy represented the library at the Coleman Family Center's "Neighboring Week ice cream social."
2. Ashlynn, Hannah and Amy all took part in representing the library for the "Walk Through Town" event. This year's event was considerably larger. The Coleman Business Association counted 480 people in attendance. It was a great way to get information out to the public.
3. Next week Amy will be representing the library at the SPARKS "Lights On After School" event

### Building Maintenance and Grounds:

1. Fluorescent lights around the perimeter of the front desk area (that were burned out for years) were replaced with LED bulbs. This will hopefully save us money in the long run and it gives us a lighting option to offset the lack of light from the burned-out chandeliers above the front desk. We are still waiting on DeMar Electric for information regarding repair/replace of the chandeliers.
2. Replacement of batteries in the Emergency Exit signs has begun and will be completed within the week. The emergency *signs* are electric/wired, but the *lights* work by lead-acid battery to activate during power outages. The lights have been out-of-order for years and needed new batteries to operate properly.
3. The library has been approved for 2 free portable Air Purifiers and 20 filters from "MI Indoor Air Ventilation" program. The portable air purifier machines and filters help eliminate bacteria, viruses, harmful chemicals (VOCs) as well as dust, pollen, allergens, smog, and odors for a cleaner atmosphere.
4. After the overgrown bushes were removed from the front of the library, we held a public vote for what should go in that space. The public chose a bush for one side and a "Little Free Library" for the other side. The Girl Scouts of Coleman will be building the "Little Free Library" and plan to install it in the spring of 2025. It will be stocked with kid's books, providing families with evening/weekend access to kid's books.

### Finances, Grants & Donations:

1. Mural: Coleman Business Association donated \$500 to the library to create a mural in our Children's Room, in honor of former mayor and business owner Gene Robinson. The mural features a colorful train to celebrate Coleman's historical connection to the railroad and each train car has an interactive STEM panel for kids to play with and learn. The mural was painted by Megan Bair from "For Arts Sake" from Mt. Pleasant. Greg Robinson (Gene's Sales & Service) generously donated \$250 to cover the remaining balance of the mural cost in honor of his father. The mural was painted on Oct. 8, 2024. The artist will be coming back soon to add a protective clear finish.
2. Pilcrow Grant: The library was awarded the matching Pilcrow Grant. We will raise \$400 locally and it will be matched 2-to-1 for a total of \$1200 in new children's books.
3. Invoices were submitted to the Midland Community Foundation for reimbursement from the library's Endowment fund. A total of \$2,896.46 was approved for reimbursement and has been deposited.