Munising School Public Library Meeting Minutes

September 9, 2020

Present via Zoom Meeting: Michelle Hach, Lora Loope, Walt Loope, Marion Luckey, Lisa Cromell, Jolene Hetherington

Absent: Carol Horne, Suzette Carberry

Call to Order: Michelle called the meeting to order at 4:07 PM via Zoom.

Public Comment: None

Approval of Agenda: M/S Lora/Jolene to approve the agenda. Roll call vote [RCV]: Jolene – yes, Lora – yes, Michelle – yes.

Approval of Minutes: M/S Jolene/Michelle to approve the August 12, 2020 minutes with the following amendments with amendments:

Under Financial Report: Revise - *Lisa discussed how SLC gives a stipend to UP libraries RIDES costs. MSPL in turn paid for the increased amount for Superior Central, Mather, and the High School.* 2. Delete:a. *because they cannot afford it* and *This reduces MSPL’s stipend portion to almost* nothing;

 B. Under Old Business:1. Delete: *will be voted at September meeting* and 2. Revise: *A discussion was concerning the Librarian Director’s Evaluation*.

*C.* New Business: Revise spelling of Michlib-l.

Correspondence: Bob and Maggie Watson made a donation to be used as needed.

Financial Report: Lisa presented the financial report.

Librarian’s Report: See Lisa’s written report.

Superiorland Co-op Report: Marion reported that SLC’s next meeting is at the end of September.

Old Business: M/S Jolene and Lora to ratify the new mission statement. Roll call vote [RCV]: Jolene – yes, Lora – yes, Michelle – yes.

M/S Michelle and Lora to ratify the new vision statement. Roll call vote [RCV]: Jolene – yes, Lora – yes, Michelle – yes.

M/S Lora and Michelle to ratify the 2020-2024 Strategic Plan. Roll call vote [RCV]: Jolene – yes, Lora – yes, Michelle – yes.

**All three of the above statements/plans can be found in the *Munising School Public Library Strategic Plan 2020-2024*.**

Employee Guidelines were tabled until a future meeting.

Donation Form – Lisa is taking to the printer to discuss formatting options.

Librarian Director’s Evaluation – M/S Michelle and Jolene to use guidelines in the library evaluations and use the current evaluation minus the staff section. Roll call vote [RCV]: Jolene – yes, Lora – yes, Michelle – yes. Discussions will continue on the evaluation tool. Lora suggested that the monthly librarian’s report should have some info on employee relationship.

New Business: Ideas will be added to the agenda monthly due to Strategic Plan goals.

Trustees will continue to read two chapters of *The Complete Library Trustee Handbook* every month. Chapters 3 & 4 to be read for October’s training session.

Parapro Wage Increase – All aides will be moving from training wage to up to $13.50/hour.

Workshops and Meetings – Lisa signed up staff for more training on *Adult Programming* and *Foundations of Digital Literacy.* Lisa will be attending *Sustainability of Libraries* and *Donor Management.* Lisa will also attend UPRLC. Alger County Library Board will be meeting on October 8 via Zoom. Cappy Martin would like to have a Voter Registration Day September 22. Lisa is checking into this.

Public Comment: None

Next Meeting: October 14, 2020 @ 4 PM

Adjournment: At 5:20 PM, M/S Lora and Jolene to adjourn the meeting. Roll call vote [RCV]: Jolene – yes, Lora – yes, Michelle – yes.

Respectfully submitted,

Jolene Hetherington