**SPARTA TOWNSHIP LIBRARY BOARD MEETING MINUTES**

**AUGUST 20, 2024**

President Mary-Ann Meyer called the meeting to order at 6:07pm. Also attending were Jane Ohanesian, Joy Leussenkamp, Dick Beauchamp, Tom Lampen, Janet Hayes, Library Director Merri Jo Tuinstra and Associate Director Debbie Poling.

Jane made a motion to accept the minutes of June 25, 2024, Joy seconded it. Motion passed.

* Treasurers Report: Tom
  + June 2024 Financial Report: Income from deposits during the month: 503.13. Total Expenses during the month: $20,088.94. Revenue less expenses (MTD): $(19,585.81). Revenue less expenses (YTD): $(29,645.91). Beginning cash balance (month): $104,035.18. Ending cash balance: $79,069.16. Cash balance is $11,000 better at 6/2024 than 6/2023. Dick made a motion to accept June’s Financial Report, Jane seconded it. Motion passed.
  + July 2024 Financial Report: Income from deposits during the month: $56,375.20. Includes quarterly support from the Township, first half of state aid for the year, and delinquent millage. Total expenses during the month: $28,727.29. Revenue less expenses (MTD): $27,647.91. Revenue less expenses (YTD): $(1,998.00). Beginning cash balance (month): $79,069.16. Ending cash balance $105,070.26. Joy made a motion to accept the July Financial Report, Janet seconded it. Motion passed.
* Library Directors Report: Merri Jo
  + Library lighting: Sparta Township Board approved the cost of $7,120 to replace the lighting. Northland Electric will be contracted to do it and will start Aug 21. They will work on Thursday do the library doesn’t have to close.
  + Library bushes in front: Waterworks have been hired to pull the front bushes starting the end of September. Township will be paying $1500 for it and the library will pay for the new bushes and landscaping done by Ben Brothers.
  + Library AC: is not working. It was put in in 1988. Merri Jo is getting three quotes and going to the township meeting on August 21 to have them look at the quotes and decide which company to go with.
  + July Advisory Board meeting: nothing to report. August Advisory Board meeting: Lakeland has created a new group called “Adult Services” and they will meet once a quarter to help the Adult Services Librarians keep in touch better. Lakeland is looking into buying into a new ILS system.
  + July Township Board meeting: All the candidates running for township office gave a 5 minute speech introducing themselves and what they stand for. August Township Board meeting: Approval of new lighting and fixtures for the main floor of the library. Approval of removal of the front library bushes.
  + Celtic Festival and other festivals: There are 4 festivals a year in downtown Sparta—Town and Country Days in May; Beer and Brat Festival in June; Celtic Festival in August; and Apple Fest in Sept. Because of road closures during festival weekends, the library has parking issues. Tom made a motion that when the Sparta festivals are occurring the library will be open from the hours of 9 am to 1 pm on Friday and closed on Saturdays. Janet seconded the motion. Motion passed.
  + Children’s gate for stairs: Contractor Stephan Kline took measurements and will get back to us.
  + Decorating haybale: Jonathan Tuinstra is going to help do it again this year. It will be up just for the month of September.
* Associate Directors Report: Debbie
  + Circulation reports for June and July
* Old Business: none
* New Business:
  + Changing phone service: talked about changing our phone service from Classic Office Service to Nick Heimler’s company. It would be a great savings. The phones would run on wi-fi. The new phones would be $100 a piece and we would be getting 6 phones which includes one in the Carnegie Room. The fee is $60 a month. Tom suggested we get a written proposal from Nick for it.

Jane made a motion to adjourn, Joy seconded it. Motion passed. Meeting adjourned at 7:15 pm.

Respectfully Submitted,

Janet Hayes, Secretary