**SPARTA TOWNSHIP LIBRARY BOARD MEETING MINUTES**

**JANUARY 16, 2024**

The meeting was called to order by President Mary-Ann Meyer at 6:10pm. Also attending were Tom Lampen, Joy Leussenkamp, Janet Hayes, Library Director Merri Jo Tuinstra and Associate Director Debbie Poling. Absent were Dick Beauchamp and Jane Ohanesian.

Joy made a motion to accept the minutes of Nov 22, 2023, Tom seconded it. Motion passed.

* Treasurers Report: Tom

November 2023 Financial Report: Income from deposits during the month $1,921.61. Total expenses during the month: $28,038.04. Revenue less expenses (MTD): $(26,116.43). Revenue less expenses (YTD): ($28,673.72). Beginning cash balance: $130,047.93. Ending cash balance: $103,931.50.

December 2023 Financial Report: Income from deposits from during the month: $201.81. Total expenses during the month: $29,264.75. Revenue less expenses (MTD): $(29,062.94). Revenue less expenses (YTD): $(57,736.66). Beginning cash balance: $103,931.50. Ending cash balance: $74,868.56. Janet made a motion to accept the Nov and Dec treasurers report, Joy seconded it. Motion passed.

* Library Directors Report: Merri Jo
* Hoopla: We get the Hoopla app for your device through Lakeland. We pay Hoopla directly for it. It is used a lot. Libby is another app. The difference between Libby and Hoopla is that although Libby is cheaper you have to put books on hold if they are not available and Hoopla is more expensive but it is instant.
* Active shooter training: Jan 26, 2024 9am-11am in the library conference room. Kent County officer Crystal Stuart is presenting. She has written up a report about security measures after looking around the library.
* Advisory Meetings: No meeting in Dec. Jan meeting: A. The board is checking into a way to link child and parent accounts in Sierra. B. Patron Point Auto-Renewal will begin soon. It will only renew patrons who live in our township and are in good standing with the library. This service will be $.30 each renewal but will save time. C. BiblioSuggest will begin in March. This is a way for patrons to give their library book suggestions. D. BiblioApp will be available March 15 and is free for our library patrons.
* Sparta Township board meetings: Dec: nothing applicable for the library. January meeting: A. Township still has $89,000 ARPA funds undesignated. B. Budget workshop is Wednesday, March 13 at 9am in the township conference room.
* Penguin Pursuit: This is an ongoing DDA event for the month of February. Little stuffed penguins will be hidden in businesses around Sparta for people to find and the library is participating in it.
* Winter Blahs reading event for adults: Feb 2-March 30, 2024. Read library books and enter to win prizes.
* Associate Directors Report: Debbie
  + Circulation Reports for November, December and the quarterly report for October-December.
* Old Business: none
* New Business:
* Security measures that Officer Stuart recommended

1. Door chimes when opening or closing doors. Ace Hardware sells them and they are easy to install. This would be for the 2 inside front doors.
2. Carnegie room downstairs outside door needs an alarm.

* There was a suggestion to reimburse Tom for a new computer. Tom suggested paying for a new printer instead. He will research the prices.

Joy made a motion to adjourn, Tom seconded it. Motion passed. Meeting adjourned at 7:10pm

Respectfully Submitted,

Janet Hayes, Secretary

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