

ALBION MUNICIPAL LIBRARY
BOARD OF TRUSTEES MEETING
April 27, 2023, at 5:30 pm

Wade called the meeting to order at 5:36 pm.

Roll Call – Wade Dooley, Kim Roche, Ben Rothman (remotely), Karen Oaks,
Director – Hanna Karim

Minutes from the March 2, 2023, meeting - Approved as stated.

Committee Reports

- **Financial – City Clerk report** – Reviewed the Expense and Revenue Sheet
- **Fundraising** –
 1. Friends of the Library update – Paint and Sip Night coming up.
 2. Local businesses – Friends of the Library are helping.
 3. Plant Sale – Will be held May 20 with free will donations.
- **Programming** –
 1. See Librarian’s Report
 2. Community Garden Update and Preparation – Set started.
- **Personnel** –
 1. Upcoming vacation May 6-10. Everything is covered.
 2. Temporary hours increase to prep for community garden – Kim made the motion, 2nd by Ben, to increase Hanna’s hours to 40 weeks for 2 weeks.
 3. Personnel Review for Hanna – Everyone get forms filled out and returned to Ben.

Librarian’s Report – See circulation and door count.

Unfinished Business

- Building Maintenance Update –
 - We are still working on estimates for the roof repair.
 - Sign – It will be brought up to the City Council to see if they want to be included.

New Business

- Summer Hours – Would like to have the library open on Monday through Saturday during the summer hours with volunteers working on Monday and Saturday only. Hanna would not be in the library on Mondays. This will be discussed with the volunteers and report next month.
- Therapy Animal in Library – What are thoughts of having a cat in the library a couple days a week? Hanna will do more research.
- Policy 8.5 – Key Assignments – Need to write up a policy – Building Key Policy.

Karen made the motion, 2nd by Kim, to adjourn the meeting at 6:31 pm.

The next meeting will be May 18 at 5:30 pm.

i ©`