

Betsie Valley District Library Board Meeting Agenda

November 10, 2020

Call to Order:

Roll Call:

Approval of Agenda:

Communications:

Approval of Minutes:

Treasurer's Report:

Librarian's Report:

OLD BUSINESS:

1. Carpet Cleaning _____
2. BVDL Credit/ Charge Card/Debit Card Policy Review _____
3. _____
4. _____

NEW BUSINESS:

1. Newton's Road Donation of Stem Kits to the Library, Kits were received and staff will work on getting they catalogued and ready for check out.
2. _____
3. _____
4. _____

Public Comment:

Adjournment

Betsie Valley District Library Board Meeting Minutes

October 13, 2020

Anne Kaminski, Vice-President, representing Cleon Township; Richard Hitchingham, Treasurer, representing Springdale Township; Marlene Robinson, Secretary, representing Cleon Township; Theol Wasco, Trustee, representing Springdale Township, Michele Lonoconus, Trustee, representing Colfax Township; and Librarian, Michelle Guerra. Absent: Empty seat for Colfax Township representative; Sally Bobek, Trustee, representing Weldon Township; Julie Lonn, President, representing Weldon Township. Guests: Betsie Schaub, Assistant Librarian and Russ Smith, Friends of the BVDL.

CALL TO ORDER: 6:07 PM

APPROVAL OF AGENDA: Hitchingham made a motion to approve the October agenda. Wasco seconded. All ayes -- motion passed.

COMMUNICATIONS: A letter was received from Scott and Jackie Bloomfield, two tourists who were biking in the area. They had stopped at the library for directions trail directions and wanted us to know how appreciative they were to receive friendly and helpful information from Assistant Librarian, Betsy Schaub. The library also received a donation from Mary Hoyt in honor of the grandchildren of Norma Frees. Guerra purchased books about animals for the children's section with this donation.

APPROVAL OF MINUTES: Hitchingham made a motion to accept the September 2020 meeting minutes. Robinson seconded. All ayes -- motion passed.

TREASURER'S REPORT: Hitchingham presented the Operating Statement and pointed out that it shows most everything for our fiscal year. We have a surplus for next year. He passed out the Balance Sheet and the Check Detail report with the expenses paid since the last meeting. Hitchingham also passed out a Budget vs. Actual report. Robinson made a motion to accept the October 2020 Treasurer's Report and pay pending bills until audited. Kaminski seconded. All ayes -- motion passed.

LIBRARIAN'S REPORT: Guerra presented the September 2020 Librarian's Report, a spreadsheet detailing BVDL Library Program Totals, and a spreadsheet of Library Patron and Material Totals. She explained that library usage continues to rise and that patrons are grateful to again have the use of the fax machine, the computers, and the printer. Fifteen children signed up for the summer reading program, and six children finished. The low turnout should be attributed to the children's fatigue from online learning this spring. All of our reading bags were passed out at the Car Show/Flea Market, and Russ Smith helped at the library table. The library

received a donation and created good advertising by being visible to the Car Show patrons. Guerra let us know that much of the reference information for those who will speak at the Diamond Crossing presentation came from the local papers that were scanned to CD's several years ago and are housed at the library. The Benzie Historical Museum wants to make an archive of information from Thompsonville, Wallin, and the Wallin School. They want to collect documents and photos from the public and scan them - not keep them. Guerra pointed out that in the 19-20 year, the library held 61 programs. 1239 patrons attended the programs. For virtual programs, the library had 600 views. 3275 items were checked out, and 172 patrons used Overdrive. 3841 patrons used the library during the 19-20 year.

OLD BUSINESS:

FRIENDS NEWS - Russ Smith presented a colorful and informative flyer from The Betsie Valley Community Center Committee entitled "Progress Report, October 2020". He filled us in on all of the amenities that will be provided by the Community Services Van (which has been purchased with grant money and local donations - \$90,000.00). The van will be used primarily for dental opportunities, but it has the capability to connect patients through tele-health appointments and other services. It is completely self-contained. It has a generator, an x-ray machine, wifi, a dental chair and dental equipment. The major partner in this venture is Northwest Michigan Health Services, Inc. Besides the NMHSI, pediatricians and podiatrists have also asked about using the van. The van will service area children in grades K - 5.

CARPET CLEANING ESTIMATE - The carpets will be cleaned by a company out of Mesick on November 6.

DIAMOND CROSSING HISTORICAL MARKER DEDICATION - The dedication has had to be cancelled because one of the speakers was exposed to the Covid-19 virus and must isolate. It will be rescheduled for another time.

BVDL CREDIT CARD/DEBIT CARD POLICY - Guerra has passed out a revised policy for review. We will table it for our next meeting.

NEW BUSINESS:

FLAG MAINTENANCE - Guerra reported that the roller on the top of the flag pole will need to be repaired in the spring (2021).

NEWTON'S ROAD STEM KITS - Guerra reported that BVDL was included in an opportunity through Newton's Road Stem Kits as part of a Regional Libraries Program grant. The program seeks to provide stem kits to rural libraries who may not have these resources. Guerra will order 20-25 kits (at a value of about \$800).

PUBLIC COMMENT: None

DRAFT

ADJOURNMENT: A motion for adjournment was made by Hitchingham and seconded by Wasco. All ayes - motion passed. Meeting adjourned at 6:58 p.m.

Submitted for approval by,

Marlene Robinson, Secretary
Betsie Valley District Library Board

Next meeting is Tuesday, November 10, 2020, at 6:00 p.m.

Betsie Valley District Library October 2020 Report

The total patron count for October 2020 was 504 was slightly lower than September 2020 with 511; October's count includes the visited the Library for Halloween. On June 29, 2020, the Library opened up for patrons to be able to do in-person visits to select materials, for computer use, and to come in for copy, fax and printing services, as well as offering curbside service. Library staff are following the BVDL's Covid19 Pandemic Reopening Policy and BVDL Covid 19 Exposure, Prevention, Preparedness, Response Plan. Staff are following the CDC's guidelines for PPE and disinfecting the Library's surfaces. In addition, we are asking patrons to wear masks if medically capable and to use social distancing. We began opening Saturdays on August 15, 2020; our hours were 11am to 1pm. We reopened our regular hours on Sept. 14, 2020. We are maintaining our Covid19 Reopening protocols to continue to serve our community safely and resourcefully!

Patron usage of the Library during October 2020:

<u>Cleon</u>	<u>Colfax</u>	<u>Springdale</u>	<u>Weldon</u>	<u>Others</u>	<u>Total Patrons</u>
82	119	76	140	87	504

****Please note that the Other Category includes anyone outside our service area of the four townships (Cleon, Colfax, Springdale, and Weldon). Other can include for example Benzonia, Traverse City, etc. and includes other libraries' patrons requesting books from our library through interlibrary loan.**

Overdrive Patrons:

<u>Cleon</u>	<u>Colfax</u>	<u>Springdale</u>	<u>Weldon</u>	<u>Benzie Co. (Other)</u>	<u>Manistee Co. (Other)</u>	<u>Total</u>
1	1	3	4	1	0	10

Materials (totaling 329) borrowed during the month were as follows:

<u>Fic/ Adult</u>	<u>Fic/Juv.</u>	<u>NonF/ Adult</u>	<u>NonF/ Juv.</u>	<u>Videos</u>	<u>Mags</u>	<u>Audio</u>
132	82	33	8	AD: 52 J: 10	AD: 0 J: 0	AD: 11 J: 1

Additional Information: We had 6 new patrons signed up for Library accounts in October 2020.

We had WIFI 42 users and 40 Library computer users during October2020.

**Overdrive (Up North Digital Usage)
October 2020: 10 BVDL patrons used Up North Digital on 43 visits, checking out 53 items (31 EBooks, 22 EAudiobooks).**

HAPPENINGS:

***Because of the Library's closure, we have postponed Don and Cecelia visiting with their service dogs. When we reopen, Don and Cecelia Williams plan on visiting with their service dogs on the third Wednesday of the month at from 5-6PM at the Library. We are trying to get the word out about this wonderful program, please pass the word! Reading with the therapy dog is a great way for beginning readers and children who have reading difficulties to build their reading skills as well as their confidence.

Betsie Valley District Library October 2020 Report

***During these unprecedented times, we are striving to encourage our patrons to utilize our online resources. We are also encouraging Benzie or Manistee county residents to sign up for a library account if they do not have one so that they can also utilize those services. The Betsie Valley District Library is currently offering many services to our area community. We offer WIFI 24/7 outside of the building. We are encouraging our patrons to utilize our online resources through the Up North Digital online service, where they can download Ebooks, EAudiobooks and movies.

***We will be working on an online fall story hour, Marvin T. Moose and the Lovable Librarians will be back! We celebrated Halloween with a “Halloween Story Hour with our Lovable Librarians on Marvin T. Moose”, which was uploaded to our Facebook and YouTube channel. The story hour video along with our entire past story hours may be viewed on the Library’s Facebook page and YouTube channel.

***We wish to thank the Friends of the Betsie Valley District Library for helping the Betsie Valley District Library to be able to participate in the Born to Read Program. If you know of any families with a newborn, please have them come and pick up their Born To Read bag at the Library.

***Please pass the word to all of our area families to please come and pick up their Power Book Bags at the Library! All children to teens can pick six books to keep and will receive a PoWer Book Bag! We are so proud to say that we had 75 children and teens receive PoWer Book Bags, please pass the word! We do have a few books left, please pass the word!

***We handed out candy on Halloween. We were outside, wore masks, and socially distanced. All families who visited socially distanced as well. We had 84 children, 22 13-15 year-old teens, 19 16-17 year-old teens, and 88 adults visit the Library.