

**Chase Township Library Board
Chase, MI
Library Board Meeting Minutes
January 4, 2024**

Meeting called to order at 6:31 pm.

Present:

- Roxanne Ware
- Joyce Beach
- Bridgette Minear
- Roberta Case
- Linda Thornbro
- Shana Avery
- Sarah Nyp

Motion by Bridgette to approve agenda, Roberta seconded-passed

Motion by Shana to approve minutes, Roberta seconded-passed

Motion by Bridgette to approve treasurer's report, Roberta seconded-passed

Motion by Shana to pay bills totaling \$1440.55, Sarah seconded-passed

Director's Report:

- Researched online card catalogs
- Working on State Aid papers
- Lunch bunch on break for part of month but played games/crafts/public speaking
- Motion by Bridgette to accept Director's Report, Shana seconded-passed

Old Business:

- Roof still leaking/Kenny Polaski & Gerber Construction to check it, getting quote on entry way roof
- Online book catalog – Motion by Linda to contact Apollo/Biblionix for contract, Roberta seconded-passed
- Sort books in basement – Roxanne went through 5 boxes, will continue to go through boxes
- Cleaning library – Sarah DuBriel to start cleaning on Fridays beginning 1/5/24
- Book Sale – Juveniles from county to be coming on Thursdays, beginning 1/11/24, to help organize basement. Approved by board.
- 2024 Budget Items – Board reviewed and amended budget

New Business:

- Light out front needs to be fixed
- Landline phone/fax: Motion by Joyce for Sarah to research alternative telephone service and discuss at March meeting, Robert seconded-passed
- Motion by Bridgette to charge \$1 per page for librarian to scan and send documents, Roberta seconded-passed. To begin immediately. Roxanne will make sign/Bridgette will contact Jen for post on website.

Motion by Shana to adjourn meeting, Roberta seconded-passed

Meeting adjourned at 8:17 pm

Next meeting Thursday, February 8, 2024

Respectfully submitted by Bridgette Miniear