

MAUD PRESTON PALENSKE MEMORIAL LIBRARY BOARD
MEETING MINUTES
Tuesday, Feb. 28, 2023
DRAFT

Call to order: Board President Ren Baldwin (City of St. Joseph) called the meeting to order at 6:01 p.m.

Other board members present: Secretary William Ast (City of St. Joseph); and trustees Barbara Thompson (City of St. Joseph), Betty Mundy (St. Joseph Township), Kathy Buursma (City of St. Joseph), Mimi Elwell, (St. Joseph Township), and Patrice Rose, (St. Joseph Township).

Board Vice President Melissa Clapper attended the meeting remotely, as she was recovering from foot surgery. She could not cast any votes, as board members may not vote unless they are physically at the meeting.

Also present: Library Director Paula Stakely; Sue Morgan, library administrative assistant; Curtis Osmun, library assistant for computer service; Rebecca Marsden, president of the Friends of the Library; and Virginia Antonson of the Friends of the Library. A member of the public, Nicole Gibbey, attended remotely.

Friends of the Library: Antonson reported that as of Jan. 28, the Friends had \$10,348 in available funds. Of that, \$3,024 will go for wish-list items and \$1,500 for summer programs, she said. The Friends also approved \$1,500 for two projector screens for the common room, she added.

A “big sale” of books is coming up on April 13-15, Antonson reported. The group has also donated 350 books to the Safe Shelter, she said.

The Friends now have 56 members and “keep growing a little bit at a time,” Antonson said.

Minutes: Elwell moved to approve the minutes of the Jan. 10 and Jan. 24 special meetings, and the Jan. 24 regular meeting. Mundy supported her motion, and the board voted unanimously to approve the minutes.

Bills: Buursma, supported by Thomas, moved to pay the library’s bills totaling \$22,423.60. The board in a unanimous voted approved paying the bills.

Financial report: Noting that the Library Board still lacks a treasurer, Baldwin said Stakely will ask Joseph Mangan, finance director and treasurer of the City of St. Joseph, to “come to one of our meetings and go over the report with us.” He said the same request will be made to the Berrien Community Foundation.

Stakely said Mangan plans to attend the Library Board’s meeting in April. She said the Berrien Community Foundation will have a representative at the board meeting in March.

Rose, supported by Elwell, moved to accept the current financial report. The board voted unanimously to approve the motion.

Old business: The board had no old business.

New business: Stakely said a new list of board meeting dates and library holiday dates has been posted. The listing “puts us back in line” with changes necessary to accommodate the Blossomtime Parade and the Art Fair, she said.

New director: Elwell moved to award a \$3,483 signing bonus to Stakely, and Buursma seconded the motion. The board voted unanimously to approve the motion.

Building subcommittee: Baldwin said the subcommittee has not met since April or May of 2022, when former Treasurer Jim Kodis resigned from the board. He said he is looking for another board member to join the subcommittee.

“If anyone is ready to volunteer now, we can do that, or you can wait for a phone call from me,” Baldwin said. After a short silence, he added, “I’ll be on the phone.”

Director’s report: Stakely thanked “all the board members for putting your faith in me.”

Stakely said she has a list of summer programs and “will send out sponsorship requests” for the programs.

The library is looking into a new URL (Uniform Resource Locator), which will not require any changes in costs, Stakely said. Baldwin asked the board for an informal consensus approval, and the board agreed.

Stakely said the water leaks in the Local History Room have “been resolved.”

Baldwin said it would be a good idea for Stakely to have an informal “support group” of board members, just to “give input when she wants it.” He named Clapper and Buursma to that group.

Baldwin also said he enjoyed the recent meeting in which the board had an informal pizza dinner and had time to chat with each other. He said it would be pleasant to repeat that at the first meeting of each quarter, and said he hopes to have that event before the April board meeting.

Adjournment: Ast moved to adjourn the February meeting, and Elwell supported the motion. The board voted unanimously to approve the motion, and Baldwin declared the meeting adjourned at 7:03 p.m.

Respectfully submitted,

William Ast, secretary

Next meeting: 6 p.m. Tuesday, March 28