Allendale Township Library Board Meeting
Minutes: April 21, 2016

Members Present: Elaine Ebeling, Carol Scholten, and Patti Walcott
Others: Rob Bristow
Absent: Lenore Cook, Pat Door, Thom Eno, Cheryl Hilliker, and Fred Hilliker

PUBLIC COMMENTS: None

OLD BUSINESS:

5-Year Plan Updates — New carpet and paint (and some new furniture) will be completed during the week of May 30-June 4. The library will be closed but will hopefully be able to offer curbside service for those who place holds on materials and come pick them up.

50th Anniversary Open House – The library will have a birthday party on Saturday, June 18. Cake, magic show, balloon twisting, art program, bounce house, and character meet & greet are on the schedule.

2016 Survey – Since it had been a few years, the library conducted a survey a few months ago. Most results were favorable and many ideas for improvements were suggested and are being implemented. Roughly 96% of those surveyed were in favor of a building expansion.

NEW BUSINESS:

Substitute Librarian — This new position would fill gaps created when staff are sick or on vacation. 5 applications were submitted and 2 interviews held. Rob hopes to have a selection in time for the next Township Board meeting.

Staff Training – The library will be sending 2 staff to the Beginner’s Workshop offered by the Library of Michigan in mid-May. Competition of this class will allow staff to accumulate continuing education credits towards a certificate.

Credit Card Transactions at the Desk — The Library has seen a $200/month increase in revenue from the credit card terminal. A second one may be needed for 2017.

NEW BUSINESS:

Substitute Librarian — This new position would fill gaps created when staff are sick or on vacation. 5 applications were submitted and 2 interviews held. Rob hopes to have a selection in time for the next Township Board meeting.

Staff Training – The library will be sending 2 staff to the Beginner’s Workshop offered by the Library of Michigan in mid-May. Competition of this class will allow staff to accumulate continuing education credits towards a certificate.
Upcoming Program—May newsletter was reviewed. Several programs for kids and adults will be held in May. June 13 will be the beginning of the Summer Reading program.

2016 Concerts in the Park – Concerts will be held in the Township Park on Tuesday evenings at 6:30PM in July & August. Concerts will be by the pavilion area this year until the band shell is complete in 2017. Schedule and more info is available at www.allendaleconcertsinthepark.com.


3-Month Statistical Report—Report was presented and discussed.

ADJOURNMENT: Meeting adjourned at 8:20PM