

# Salem Township Library Board Minutes

## March 20, 2025

Attending: Rebecca, Ashley, Connie, Lydia, Amber  
Library Director: Lisa  
Assistant Library Director: Naomi

Rebecca called the meeting to order at 6:35 PM

Motion made by Ashley to approve the meeting agenda, seconded by Amber. All ayes.

No Public Comment.

Motion made by Lydia to approve the regular meeting minutes from January 16, 2025, seconded by Ashley. All ayes.

No Board Correspondence.

Ashley shared the Treasurer's Report. Tech Support and Building Repairs and Maintenance are above budget due to recent updates and repairs. Also back pay owed for cleaning costs to the township.

Motion made by Amber to approve the Treasurer's Report, seconded by Lydia. All ayes.

Director's Report: Lisa shared significant savings concerning Fire Pro and Miller Electric. Also the switch from ATT to Charter is beneficial.

Ongoing and New Library Business:

Motion made by Ashley to approve Sarah Nyhof using the programming room on Monday, April 7 at 6:30 for a Hand2Hand snack packing event with Trail Life boys, seconded by Amber. All ayes.

Motion made by Amber to close the library on Tuesday, May 6 for staff summer reading planning day, seconded by Lydia. All ayes.

Motion made by Lydia to close the library on Wednesday, September 17 for an all-day staff tannin event with the ACLA (Allegan County Library Association), seconded by Amber. All ayes.

Form and information shared concerning the Library Director Review. **Library Board members need to fill out form and return to Connie by May 1, 2025.**

Lisa shared details on upcoming meeting with the township offices, fire department, and library to hear ideas and updates from Tower Pinkster concerning future renovation and expansion. Library portion to begin at 9:30 AM on March 27, 2025.

Lisa shared update on ESTA (Earned Sick Time Act). She has consulted with the lawyer concerning library policy and to clarify confusion. Possible special board meeting may be needed to approve a motion.

Policy Review:

Motion made by Ashely to update and adjust numbers and length of borrow time in Library of Things Lending Agreement, seconded by Amber. All ayes.

Lisa shared plan to review portions of the manual at each meeting starting with STL Employee Manual Chapter 1. Motion made by Amber to update new website address in manual, seconded by Ashley. All ayes.

Positive Patron Interaction: comments made on how kind and friendly the STL staff is. They “felt comfortable the minute they were in the door.”

Also 2 commented it was their dream to work with the STL librarians.

No Public Comment.

Motion made by Lydia to adjourn, seconded by Ashley. All ayes.

**Next regular meeting May 15, 2025 at 6 PM.**