

## Minutes September 17, 2024

Board of Trustees  
T. A. Cutler Memorial Library  
312 Michigan Ave.  
St. Louis, MI 48880

Members present: Holly Brannan-Harris, Cheryl Lombard Mary Reed,

Members absent: Robin Hart, Sue Vibber

Also present: Library Director Jessica Little

**Call to Order:** Meeting was called to order at 5:00 pm

**Minutes:** Minutes of the July 16 2024 meeting were reviewed, a motion was made by Cheryl Lombard to approve the minutes as presented, the motion was supported by Holly Brannan-Harris, the motion passed.

**Public Comment:** None

### Reports

Librarian's Report:

Discussion about the possibility of a library of things; a variety of useful items that could be loaned out to patrons. Jessica proposed a closure of the library on Wednesday, October 2 to allow library staff to attend the annual White Pine Library Co-op meeting. A motion was made by Cheryl Lombard to approve the closure; the motion was supported by Holly Brannan-Harris; motion passed. The implications of the Michigan Paid Leave and Minimum Wage Act on the library budget were reviewed. After Jessica reported the presence of wasps in the library a motion was made by Cheryl Lombard to

approve the expenditure of hiring a pest control company to eliminate the hazard. The motion was supported by Holly Brannan-Harris; motion passed.

Financial Report: Jessica noted that the payment from the penal fines was received in July.

Statistical Report: During review Jessica explained that while the circulation of the physical collection has decreased, there has been an increase in circulation for the digital collection. The 2024 Summer Reading Program saw an increase in both registrations and completions.

**Old Business:** Discussion of the library expansion project and the need to find an architect or engineer for the project. Jessica will begin the request for proposals process.

**New Business:** The library budget for Hoopla services were reviewed; Jessica informed the board of increased usage and costs from introduction in 2022 to date in 2024. A monthly cap was proposed and Jessica will learn more on this topic at an upcoming seminar

**Announcements:**

**Adjournment:** Meeting was adjourned at 5:54

Minutes respectfully submitted

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Mary Reed, President

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Holly Brannan-Harris, Secretary