

**Portage Lake District Library**  
**58 Huron Street, Houghton, MI 49931**  
**Board of Trustees Virtual Meeting**  
**Minutes – Corrected**  
**Wednesday, February 24, 2021**

**I. Call to order and Roll Call**

- a. Meeting on Zoom called to order at 7:00 pm
- b. Members present: Jennifer Donovan, Bob Kinnunen, Sylvia Matthews, Gloria Melton, Lora Repp, Tom Suchenek
- c. Members absent: Joan Suits
- d. Staff present: Dillon Geshel, Jennifer Miller
- e. Public present: none

**II. Additions to the Agenda**

- a. All public attendees will be given time to speak during Public Comment but will be muted until then.

**III. Approval** of the Board Meeting Minutes for January 2021 as corrected. Lora moved. Bob seconded. Motion approved.

**IV. Reports**

**a. Director**

- i. Dillon presented and explained the statistics for January.
- ii. There are no changes to report to the library's phased reopening. We remain open for grab and go programs, with a limited building capacity, face mask requirement and time limits on patron visits.
- iii. Copper Country Great Start Collaborative is forming an ad hoc literacy work group to explore and evaluate current and future literacy programming in our area. Holly Nemiroff will represent PLDL on the committee.
- iv. Dillon and Susan Autio, Circulation Manager, will be attending a 3-week online course titled Equity in Action: Fostering an Anti-racist Library Culture.
- v. Last week we announced a new series of virtual author talks in collaboration with various MTU departments and the Michigan Humanities Council. The series is titled *Justice in Transition* and will feature speakers on topics of systematic injustice and advocacy.
- vi. Hancock Public Schools Superintendent Steve Patchin would like to see us move forward with our plan for future funding, by asking residents of the School District to join the PLDL district in November 2021.
- vii. On Tuesday, our new Hancock Library Assistant, Rebecca Barkdoll, started her orientation at PLDL. Rebecca is an MTU grad with a BA in

English, and spent several years as the Opinion Editor of their student's newspaper, *The Lode*.

- viii. Our first virtual staff training session will be made available to staff later this week. Dillon is starting the series with his own presentation on the State of the Library. Staff who participate in every monthly session this year will receive a gift certificate to a local restaurant.
- ix. The Superiorland Library Cooperative Director is leaving her position at the end of the month. Dillon will be serving on a hiring search committee alongside other library directors and Superiorland Library Cooperative board members to help find a replacement.

**b. Financial Report**

- i. Jennifer presented the December 2020 Financial statement, which is the 6th month of the fiscal year.
- ii. Most of the library's revenue has not come in as of December 2020. Non-resident fees are down and will probably continue that way for the rest of the year.
- iii. In Expenditures, under Personnel, there was an extra payroll processed before the end of the year, due to the holiday.
- iv. Administration is trending to be more on budget. We paid for our year-end audit. We remain under budget on all of our expenditure lines.
- v. Dillon noted that as a result of the pandemic, there may be some changes in what services we provide which will affect the budget.

**V. Old Business**

- a. Building Renovation Planning
  - i. The Committee provided a summary of their work.
  - ii. The Committee suggested Rethinking Libraries as the group to do the renovation. Discussion.
  - iii. Lora moved. Gloria seconded. Approved.
  - iv. Dillon outlined next steps. Discussion.
- b. Future of the Hancock Library
  - i. Dillon provided an update on plans. Discussion.
  - ii. He proposed a ballot initiative in November to support the Hancock Library as part of PLDL.
  - iii. Sylvia moved. Tom seconded. Approved.

**VI. New Business**

- a. Employment Handbook Changes
  - i. Dillon and Jennifer explained Personal Leave and Vacation changes suggested for the Handbook. Discussion.
  - ii. Lora moved. Bob seconded. Approved.

**VII. Public comment**

- a. Opportunity for the public to address the Board.
  - i. No public present.

VIII. **Next Meeting:** Wednesday, March 24, 2021 at 7:00 pm.

IX. **Adjournment** at 7:50 pm.