

**Sherman Township
Library Board Meeting
Dec. 9, 2024**

The meeting of the Sherman Township Library Board was called to order at 6:30 p.m. by Pres. Shirley Thompson.

Board members:

Present: Shirley Thompson, Diane Benn, Diana Moreau, Carole Merwin, Anne Cook and Beth Mills.

Absent: no one

Agenda: Carole moved and Anne seconded the agenda be accepted as presented. Motion carried.

Public Comment: A visitor was pleased to hear about the library addition.

Minutes: Shirley moved and Carole seconded the minutes for Oct 18th and Nov. 11th be accepted as presented. Motion carried.

Director's Report: See the report on file concerning Broomfield penal fine contract, a newspaper digitization grant (good for the Messengers – applications are due Jan. 31,2025), furniture, Quickbooks, wages and benefits.

Shirley moved and Diane seconded a motion to purchase Quickbooks Online software to include video training and downloadable handbooks for \$109. Motion carried unanimously.

The light is still out in the children's section and is backordered. T.J. was directed to buy a floor lamp from Abbott's.

Joyce McClain will have a full set of Messengers to digitize. Some have already been done with the Social Security numbers removed. If this Quickbooks system will not allow deleting the Social Security numbers, the library will be unable to use the program.

Old Business: The paper work for accepting Brroomfield Twp. into our service area by accepting half of their penal fine money will take 2 to 3 weeks to complete.

New Business: Shirley moved and Beth seconded a motion to move \$200.00 out of the advertising line item into the staff development line item to keep our budget in compliance. Motion carried unanimously.

Anne moved and Diana seconded a motion to pay the bills and time sheets: Amazon Capital Service \$33.46 (supplies-ink), Ingram Library Services \$774.52 (library collection-books), Manistee County Library \$17.95 (book replacement), Overdrive \$1,830.81 (e books), Sherman Twp. \$250.00 (building-monthly rent), Municipal Underwriters of West Michigan paid by the twp., Tri-County/Homeworkds Connect (phone and internet on auto-pay through the township) for a total of \$2,906.74. Motion carried unanimously.

The library will be closed Christmas Eve, Day and New Years Day. Shirley moved and Diana seconded a motion that the staff be paid regular hours New Years Eve but close at 2:00p.m. Motion carried unanimously.

Adjournment: The meeting adjourned at 7:25 p.m. The next regular meeting will be Jan. 13th at 6:30 p.m. at the library.

Respectfully submitted,
Diane Benn, Sec.
Sherman Township Library Board