
Hopkins District Library Meeting Minutes

July 2022

Call to order and Roll Call

A regular meeting of Hopkins District Library Board was held on 07/12/2022 at 7:00pm.

Board members included:

President	Eric Alberda
Vice President	Tim McKinnon (Watson)
Secretary	Megan Frank (Monterey)
Treasurer	
Village Rep	Craig Osborn
Watson Rep	Daelynn Post
Monterey Rep	Jodie Brenner
Hopkins Rep	Sandra Morris

Citizens present: 0

Public Comment on July 2022 Agenda: None

Approval of July 2022 Agenda: McKinnon motions to approve July 2022 Agenda. Brenner supports. 7 Yays/ 0 Nays. Motion approved.

Approval of June 2022 Meeting Minutes:

Morris motion to approve June 2022 Meeting Minutes. Post supports.
7 Yays / 0 Nays. Motion approved.

Treasurer's Report: Bills paid. Kevin working with Auditors to close books from last fiscal year. \$2,000.00 increase on insurance premium – will have to amend budget. Kevin will review line items to see where we can pull from. Summer reading program going great but will need increase of money for more prizes (looking for \$200 increase for program).

Morris motion to give \$200 more for Summer Reading Program. Post supports.
7 Yays / 0 Nays. Motion approved.

Director's Report: Received new director cert. Updating website. Using a new logo. Will be placed on social media first and then will update physical items. Summer reading program has been going great. Book checkouts have doubled since last month. Recommended from Insurance company to add to a policy to our manual. Will need to look at next month, but for now, Kevin will be asking about language.

Old Business: None

New Business:

1. Special meeting/Budget Hearing Notice/Language – Eric will review with Kevin about language and county notices/publishing before August meeting.
2. Check signing – Add Kevin onto form at bank so he can sign checks.
 - a. Frank motion for Eric, Megan, Serena and Kevin to be on the paperwork for signing checks. Morris supports.
7 Yays / 0 Nays. Motion approved.
3. Debit Card – Kevin recommends to have debit card attached to account rather credit card.
 - a. Frank motion to establish a debit card with Kevin’s name and Serena’s name and cancel the credit card when the debit card is established. Osborn supports.
7 Yays/ 0 Nays. Motion approved.
4. New employee – Eric and Kevin discussed having a “back up” employee. Discussed hiring Stacey Timmer. Background check to be ran.
 - a. Frank motion to allow Kevin to hire Stacey Timmer as new library on call staff. Post supports.
7 Yays / 0 Nays. Motion approved.

Public Comment: None

Adjournment – Alberda motion to adjourn. Frank supports.
7 Yays / 0 Nays. Motion approved. Adjourn 7:27pm.



Megan Frank
Secretary

Date of approval