

Trustees Present: Holly Naylor, Nancy Rosso, Rebecca Fedewa, Mary Cafmeyer, Becky Basley, Dawn Smith, Jeannine Gogoleski

Members Absent: None

Staff Present : Sarah Neidert, Darlene Randolph

Public Present : Glenn Gogoleski, Kate DeRosier, Elizabeth Naylor, Liz Gauthier, Laura Moore, Maddie Moore, Trisha Fessler

I. President Naylor called the meeting to order at 7:01 pm.

II. **Approval of Agenda**

Agenda
Approval

Director Neidert requested adding **Item X. – Board Recognition.**

Treasurer Fedewa moved to approve the amended Agenda seconded by Trustee Gogoleski.

Ayes: All

Nays: None Motion passed.

III. **Approval of Consent Agenda**

Consent
Agenda
Approval

Vice President Rosso corrected 11/21/24 minutes by adding “accomplishments” after Strategic Planning in last sentence to Discussion Item VI. C. Strategic Plan Update.

Vice President Rosso moved to approve the amended Consent Agenda, seconded by Treasurer Fedewa.

Ayes: All

Nays: None Motion passed.

A. Approval of Regular Meeting Minutes 11/212024

B. Acknowledge receipt of the October Financial Reports and payment of October invoices totaling \$122,920.60 and payroll obligations totaling \$105,265.68.

C. Director's Report

D. Committee Reports

Personnel Committee	Dec. 09
Community Relations	cancelled
Finance Committee	Dec. 09

IV. Call to the Public

Call to the Public

Glenn Gogoleski spoke to the board.

Kate DeRosier spoke to the board.

V. Director's Report -update

Directors Report

Director Neidert distributed photos, flyers and a copy of a Certificate of Appreciation from the Hartland Senior Center. Sarah said, "The Hartland Senior Center is a great partner of the library. As we know, our area's population is aging, and we benefit from a strong senior center." The Livingston County Women's Club displayed their giving tree at the library again this year. The doves were gone from the tree within two or three days, and 1,152 wishes were granted this year. Director Neidert shared a certificate of appreciation from the Women's Club.

The Vintage Christmas in the Village of Hartland, put on by the Hartland Community Council, was a great success. The library was a major sponsor. This was the first year of this event. Director Neidert said next year the Vintage Christmas and Santa and Mrs. Claus program will be combined into one evening.

On Friday, December 20th at 8:00 pm Cromaine Library will host, at the Music Hall, Kenny Rogers and Dolly Parton tribute Christmas Concert. There are approximately 20 tickets still available.

On January 25th, at the Music Hall, Cromaine will host "Cromaine by Candlelight" featuring the violin and piano duo of Kelly and Darryl Roenicke. This event was a great success last year in the Community Room, and is free to the public.

The Grant Sweet Scholarship was awarded to three students. The presentation was presented by a local American Legion Post with Doug Kuhn as the presenter. Director Neidert recently signed an agreement to purchase a new

Copy/Printer/Fax machine for the office staff. She mentioned instead of a regular fax line, which is costing the library \$250.00 a month, it will be updated to a XMFAX. She is currently investigating an update on the elevator and alarm system lines.

Elizabeth Naylor, from Teen Advisory Board, spoke to the board. She said there was nothing to report this month. Due to the snow day, the TAB was cancelled. She wished everyone a Merry Christmas and Happy New Year.

Questions/Comments from the Board

Vice President Rosso said that it is nice that Elizabeth came to report to the board for TAB even with no updates.

Trustee Gogoleski thanked Elizabeth Naylor for coming and wished her good luck on exams tomorrow at school.

Trustee Gogoleski said that Messiah was a success and the organ sounded great since some of the repairs were completed.

President Naylor mentioned the banging sound at the Music Hall the night of the Vintage Christmas.

Trustee Gogoleski thought it was a sound coming from outside and it did subside.

VI . Discussion

A. Strategic Plan Review

Liz Welch, Community Engagement Manager, will present a visual report on where we are with the Strategic Plan at the January meeting. The plan is to have this type of presentation on a quarterly basis.

The sign company will be in on Friday morning to fix a few of the signs around the library.

Strategic Plan
Update

B. HSA Amounts

Director Neidert said that the board needs to decide as a group the amount of employer HSA to contribute into full time employees HSA account at the beginning of the year starting in January 2025. There was an increase of \$500.00 deductible added to the already \$2,000.00 deductible, which had been in place for a while. This amount took effect when the health insurance was renewed in August 2024. That extra \$500.00 was dispersed into the employee's HSA accounts, because it was unexpected in August.

The question is, should we cap it, asked President Naylor? This is an attractive selling point to incoming new employees. President Naylor noted that a potential cap on Croumaine's HSA contributions will be revisited after the HR Audit.

Trustee Dawn Smith asked what the total dollar amount was that was added. She

HSA Amounts

understands that it is unrealistic these days for employers to be paying everything. She said that we have to be careful that this is not always an expectation and that everything is free. The employees should eventually be aware of any change so they could take advantage of this added benefit knowing that it is an investment and they can get returns from it.

Director Neidert said that it was approximately \$7,000.00 additional to pay for the increased deductible in employees HSA accounts.

Vice President Rosso asked if other libraries offer this benefit. Director Neidert was not sure. She believes other libraries may offer different options for full time employees.

Treasurer Fedewa asked if some employees opt out of health insurance. Trustee Gogoleski added how many employees do you have that opt out? Director Neidert responded by saying just one employee at this time opts out of full health insurance, and one additional employee has the dental/vision only. They are not tied together so there is no deductible for the opt out amount to be going up.

Director Neidert also suggested that instead of contributing into the employees HSA accounts in full at the beginning of the year, offering to pay and contribute quarterly. In this case, we are not out of the full amount if there is an employee leaving mid-year.

Trustee Basley added that introducing this concept to employees now could offer them a cushion to prepare for any changes in the future.

President Naylor suggested continuing to fund the full deductible at this time, but to keep in communication with the staff that it may change in the future. It would have to be changed in the Employees Handbook.

Director Neidert is set up to meet with the Health Insurance Representative in March of 2025.

Health Care

C. Resolution Regarding Health Care

This is an annual resolution to exempt the library from Michigan Public Act 152 of 2011. Director Neidert listed the three choices that qualify under this act.

1. Hard Capping contributions based on a yearly formula,
2. An 80/20 option.
3. Exemption

The board chose to continue to vote to exempt the library, as we have done so in the past. With the fund balance and income, we are okay to continue this way.

D. Directors Evaluation

Treasurer Fedewa made a motion to move into closed session for discussion on Directors Evaluation and increase, seconded by Trustee Smith.

Directors
Evaluation

Ayes: All

Nays: None Motion passed.

Treasurer Fedewa made a motion to move out of closed session, seconded by Trustee Gogoleski.

Ayes: All

Nayes: None Motion passed.

E. Board Self-evaluation

Board Self-Evaluation

President Naylor noted that in January, the Board President should distribute both the Individual Board Member Evaluation and the Overall Board Evaluation, and to have them sent back and into a report for the February meeting. She will have a reminder for a January Discussion Item on the January Agenda.

F. Policy #6005, Investment of Library Funds (Finance)

This policy is currently out for review to the lawyer. Director Neidert is in the middle of doing a cash flow analysis. It will be added to the January Agenda.

Policy #6005

G. Policy #6007, Investment Charter (Finance)

This policy is currently out for review to the lawyer. The lawyer did suggest that we do not need this policy. It will be added to the January Agenda.

Policy #6007

H. Policy #6015, Budget (Finance)

This policy is currently out for review to the lawyer. It will be added to the January Agenda.

Policy #6015

Director Neidert thanked Trustee Basley for suggesting having all three policies sent to the lawyer for review.

Decisions

VII.

A. Resolution Regarding Health Care (Resolution)

Health Care Resolution

Secretary Cafmeyer moved to approve Resolution #2024-23, the Exemption From Michigan Public Act 152 of 2011, seconded by Trustee Basley. A roll call was taken.

Ayes: Jeannine Gogoleski, Dawn Smith, Becky Basley, Rebecca Fedewa, Nancy Rosso, Holly Naylor, Mary Cafmeyer

Nayes: None Resolution passed.

B. Director Evaluation (motion needed)

Trustee Gogoleski moved to approve the increase of Director Neidert’s salary 7% effective 01/01/25, seconded by Trustee Basley. A roll call was taken.

Director
Evaluation

Ayes: Jeannine Gogoleski, Dawn Smith, Becky Basley, Rebecca Fedewa, Nancy Rosso, Holly Naylor, Mary Cafmeyer

Nayes: None Motion passed.

VIII.

Upcoming meeting dates

Jan. 08	Community Relations & Strategic Planning Committee, virtual, 12:30 pm
Jan. 03	Personnel Committee, 11:00 am virtual
Jan. 06	Finance Committee, 2:00 pm virtual
Jan. 16	Board of Trustees meeting, 7 pm

Jan. 07 Board Orientation Trustee 101 Session 6-8pm.

IX. Agenda Items for Next Meeting:

Items for next meeting

- Organizational Meeting:
- Election of Officers
- Committee Assignments
- Change signers of bank accounts, if warranted, (resolution needed)
- Meeting Calendar (resolution)
- Committee meeting dates
- Updated Policy Table of Contents
- Updated Resolution Table of Contents
- Review of second-quarter statistics
- Strategic Plan Review
- Board Evaluation Reminder
- Review Policies:
 - # 6020, Purchasing (Finance)
 - # 6025, Library Credit Card (Finance)
 - # 6026, Electronic Financial Transactions (Finance)
 - #6005, Investment of Library Funds (Finance)
 - #6007, Investment Charter (Finance)
 - #6015, Budget (Finance)

X. Appreciation to Board Members

Adjournment

Director Neidert recognized the departing two board members with special gifts from the staff. She thanked them for their wonderful service.

XI. Adjournment

Motion by Treasurer Fedewa seconded by Secretary Cafmeyer. Adjourned at 8:11 pm.

Ayes: All

Nays: None Motion passed

MARY CAFMEYER, SECRETARY
Cromaine District Library Board

Darlene Randolph, Recording Secretary
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- Minutes of Regular Meeting Nov. 21, 2024
- December 2024 Directors Report
- October Financial Reports
- Personnel Committee Minutes – 12/09/24
- Finance Minutes – 12/09/24
- Director Evaluation/motion
- Resolution Regarding Health Care, #2024-23
- Board Self-Evaluation forms
- Policy #6005, Investment of Library Funds (Finance)
- Policy #6007, Investment Charter (Finance), resolution
- Policy #6015, Budget