

**APPROVED 1/22/2020**

**LIBRARY BOARD OF TRUSTEES MEETING  
December 11, 2019**

**MINUTES**

- I. CALL TO ORDER  
Meeting called to order at 7:30 pm by Powers  
Members present: Powers, Weins, Lisica, Duhaime  
Member excused: Steffey  
Library staff present: Director: Thomas,  
Friends of the Library: M. Willis
- II. APPROVAL OF AGENDA  
Motion made by Lisica to approve agenda as presented with amendment ,  
2<sup>nd</sup> by Powers. Agenda approved.
- III. APPROVE OF MINUTES  
Motion made by Weins, to approve the minutes as presented, 2<sup>nd</sup> by  
Powers. Minutes as presented were approved.
- PUBLIC DISCUSSION  
This is an opportunity to comment on items that are not on the agenda.  
Comments need to be addressed to the Board.
- No public comments.
- IV. FINANCIAL REPORTS  
A. Monthly expenses and revenues – Sandi’s report  
Data provided was for the period as of 11/30/2019. The ongoing issue of  
the city applying supplemental administrative charges for services to the  
library appear again. Weins will question the city again on these charges.  
Thomas reported that DTE provided the library a rebate check in the  
amount of \$1954.35 for the LED lighting upgrades installed by LaBelle  
Electric. Motion made by Weins, 2<sup>nd</sup> by Powers to accept financial reports  
as presented questioning the city on the additional charges. Motion  
approved.  
B. Monthly Fund Report – City Printout –  
Report received dated 12/11/2019 for the period ending November 30,  
2019.  
C. City Treasurer report –  
Report not available.
- V. BUSINESS  
A. OLD  
1. Approve updated policies  
Tabled.  
2. Reappointment and new Board member

At the November 18<sup>th</sup> City Council meeting Lisica was approved for term ending 2024 and Duhaime was approved to finish Earle term ending 2022.

3. Overpayment for 2018 – B. Weins

Weins updated the Board on the current disagreement about the additional charges by the city that appear on the monthly fund report. These charges are above the administrative amount that was negotiated when the budget was approved by the city. He will pursue further discussion with the city.

B. NEW

1. Approve 2020 library closings

Motion made by Duhaime with a 2<sup>nd</sup> by Weins to approve closing dates as presented. Motion approved.

2. Approve 2020 library board meeting dates

Motion made by Lisica to approve meeting dates with the June meeting date set for the 17<sup>th</sup> Motion was 2<sup>nd</sup> by Powers. Motion approved.

C. OTHER

1. Anchor Chamber Sponsorship

Thomas noted that the Chamber holds various events in the city such as Taste Fest, Music Fest, Gold Outings, etc. The question arose if the library should participate as a sponsor of an event for public relations. After discussion the item was tabled for additional information.

VI. ANNOUNCEMENTS, INFORMATION, ETC.

A. Program stats and upcoming events, programs, Children's Room News

Summary of November activities were highlighted  
Calendar for December was distributed

B. Friend's Report – M. Willis

Next meeting is January 6th

Summary report of the Bazaar of November 30<sup>th</sup> was provided

.The Friends will provide a recognition lunch/dinner for staff in January

C. City audit report– library section was positive with no issues

D. New hire – Mary "Lynn" Bowers

Position is as a Page.

Library will also be training new persons for substitute positions.

E. Donation report - \$ 60,505.00

F. Other

VII. ADJOURN

Meeting adjourned @ 8:30 pm

VIII. NEXT MEETING DATE - Wednesday January 22, 2020 @ 7:30 PM