

APPROVED 1/25/2017

**LIBRARY BOARD OF TRUSTEES MEETING
January 25, 2017**

MINUTES

- I. CALL TO ORDER
Meeting called to order at 7:40 pm by Powers.
Members present: Powers, Earle, Weins, Lisica, Steffey
Library staff present: Director: Thomas
- II. APPROVAL OF AGENDA
Motion made by Weins to approve agenda as presented, 2nd by Powers.
Motion approved.
- III. APPROVE OF MINUTES
Motion made by Weins, to approve minutes as presented, 2nd Powers.
Motion 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 discussion
- IV. FINANCIAL REPORTS
A. Monthly expenses and revenues – Sandi’s report
Report as of January 20, 2017.
On motion by Steffey, 2nd by Earle the financial report was approved.
B. Monthly Fund Report – City Printout –
Received for the period ending January 24, 2017
C. City Treasurer report –
Report dated December 31, 2016 was received.
D. City audit report – year ending June 30, 2016
Governmental Funds report was received.
- V. BUSINESS
A. OLD
1. Request to increase new minimum wage to \$9.00 instead of \$8.90 for
6 part-time employees starting January 1, 2017 – C. Earle
The matter was tabled and the Personnel Committee will meet to
review the wage issue.
- B. NEW
1. Changes on procedures - inquiry from staff
---Questions were raised regarding bathroom security by staff. Marie
Weaver (staff) was present. Currently the public bathrooms are locked
with key available at circulation desk. Should bathrooms be locked or
unlocked? After discussion, motion was made by Powers and 2nd by

Lisica to maintain the policy but have the director look at options that were discussed. Motion was approved.

--- The Library Cooperative fine collection policy allows users to accumulate a total of \$5.00 before restrictions are imposed. New Baltimore collects fines as accumulated. Should New Baltimore follow SLC policy or continue current policy? Library directors opinion was to continue as current procedure and trustees agreed.

2. Quiet study rooms
Changes were added to the Room Use guidelines to expand utilization. Amended on motion by Weins, 2nd by Powers. Motion Passed.

C. OTHER

VI. ANNOUNCEMENTS, INFORMATION, ETC.

- A. Program stats from January 2017 programs, upcoming events, programs
Regular book club discussions have been separated into a Fiction and Non-Fiction group.
- B. Friends report – C. Earle
Bazaar was successful.
- C. Trustee workshop
The spring workshop for Library trustees will be March 24th. Trustees are invited to participate with presentations on governance of the library. The Library of Michigan is administrating this program.
- D. New vision plan – VSP Vision Care
Employees have a new provider.
- E. Donation report
Current total is \$50,427.00
- F. Other

VII. ADJOURN
Meeting adjourned @ 9:25 pm

VIII. NEXT MEETING DATE - Wednesday February 22, 2017 @ 7:30 PM