

**LIBRARY BOARD OF TRUSTEES MEETING
July 27, 2016**

MINUTES

- I. CALL TO ORDER
Meeting called to order at 7:45 pm by Earle.
Members present: Earle, Weins, Steffey,
Member excused: Powers and Lisica
Library staff present: Director: Thomas
- II. APPROVAL OF AGENDA
Motion made by Weins to approve agenda as presented, 2nd by Steffey.
Motion approved.
- III. APPROVE OF MINUTES
Motion made by Steffey, to approve minutes as presented, 2nd Weins.
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
Data as of 06/30/2016 fiscal year-end and partial month for period ending
07/27/16. Motion made by Weins, 2nd by Steffey to accept as presented.
Millage for 2016-17 is 1.32. 2015-16 millage rate was 1.34.

Motion unanimously approved.
B. Monthly Fund Report – City Printout –
Received for the period ending 06/30/2016
C. City Treasurer report –
No Treasurer report was provided.
- V. BUSINESS
A. OLD - None

B. NEW
1. Trellis Structures – Steffey moves that the Library purchase 3 trellis
units for the climbing hydrangeas. 2nd by Early. Motion unanimously
approved.

C. OTHER - None

VI. ANNOUNCEMENTS, INFORMATION, ETC.

- A. Program stats from July 2016 programs were reviewed. Summer reading programs have started and is going very well. There are Library programs running Monday – Thursday.
- B. Friends Report
Earle reviewed the Friends report. Friends is considering doing a Painting by The Bay fundraiser with Little Camille's. The Friends are revising the "bookmark" section of the Library's website to explain the Friend's mission, activities and meeting schedule with the goal of inviting new members.
- C. Anchor Bay Community Foundation grant application for \$500 was submitted to purchase PBS videos (focus is upon history and science videos that students can use for school).
- D. Donations
Current total is \$48,073.00
- E. Other
Steffey informed the Board of a Library newsletter that is drafted and emailed to library patrons using their email address. Margaret will check to see if the Library can use the email for such a newsletter. Margaret will investigate using the City's new blog as an alternative or addition.

Strategic Plan – Process was started in April with the 4 supervisors. The staff are reading Good Strategy Bad Strategy, did a SWOT analysis and are drafting goals. Next step is a staff meeting to share the current learning and involve the full staff in this process.

VII. ADJOURN

Motion to Adjourn by Steffey, 2nd by Weins
Motion passed unanimously
Meeting adjourned @ 8:40 pm

VIII. NEXT MEETING DATE - Wednesday August 24, 2016 @ 7:30 PM