

APPROVED 10/24/2018

**LIBRARY BOARD OF TRUSTEES MEETING
September 26, 2018**

MINUTES

- I. CALL TO ORDER
Meeting called to order at 7:35 pm by Powers
Members present: Powers, Weins, Lisica, Steffey, Earle
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 Weins, to approve minutes as presented, 2nd Steffey.
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.
- Debbie Bourgois (candidate for State Senate (25th District) introduced herself and her background including involvement with libraries.
- IV. FINANCIAL REPORTS
A. Monthly expenses and revenues – Sandi’s report
Data provided as of 09/14/2018 for period ending September 30, 2018.
Motion made by Weins, 2nd by Lisica to accept as presented. Motion approved.
B. Monthly Fund Report – City Printout –
Printout received dated 09/14/2018 for the period ending 09/30/2018.
C. City Treasurer report –
A report was not available.
- V. BUSINESS
A. OLD
1. Little Free Library – C. Earle
The locations of the “Little Free Libraries” were presented to city council and are pending. Locations are Community Park, County Line, at Huntley and 24 mile park, Festival Park and City Hall. A total of 5 are planned.
2. Facility Maintenance –
YA exit door – Repair needed at a cost of about \$200
Security cameras – additional locations are need at a cost of \$1000
Wood Chairs (Bix Furniture) – repairs are needed on 39 public wooden chairs with a cost of \$145 to \$195 each. Total cost of about \$7000.
Chair repairs would be done over an extended period to time.
A motion made by Powers, 2nd by Steffey to start the various maintenance projects. Motion approved.

3. DTE Energy Incentive and Rebate Program
Participation in program required data and needs to be referred to renovation/architects TMP for evaluation

B. NEW

1. TPOAM new statement of account as of 09/18/2018
Additional invoice of \$1,963.50 was received from Berry-Moorman for their legal services. Motion made by Powers to approve payment with 2nd by Weins. Motion approved.
2. Adult library programs - S. Steffey
Request made to approve monies for adult programs. Discussion and evaluation will be addressed.
3. Pub Book Club – M. Gardella
Request was made to activate a book talk/club at local restaurants by staff librarian Gardella. List of libraries doing this program was presented. Discussion endorsed the idea but the director needed to investigate the legal issues of library activity outside library and which could include alcohol beverages being served. Follow up at next board meeting.
4. Director's evaluation
Evaluation was tabled until next meeting. Motion made by Weins, 2nd by Steffey to table. Motion approved. Comments by staff members will be shared with board members.

C. OTHER

VI. ANNOUNCEMENTS, INFORMATION, ETC.

- A. Program stats from September 2018 and upcoming events
The library had a day long Harry Potter program with outdoor and indoor activities with the help of the Recreation Center on July 31st.
- B. Friend's Open
Thomas reported on the participation of staff and the community.
- C. SLC account – Money for technology
The library cooperative has monies available for local libraries to purchase a variety of technologies.
- D. Banning issue
A middle school autistic male had created a sexual incident in the children's area while his mother was on the Internet in adult area. This situation was not the first with the student. A letter plus a copy of library's patron Code of Conduct was sent to the family by the New Baltimore police noting that the student cannot enter the library until Jan. 1, 2019. The Library Director will meet with the mother at that time.
- E. Donation report
Total stands at \$ 53,983.50
- F. Other
Jingle Bell Run – Will be centered from library meeting room with details to be worked out
October Newsletter – included staff profile

VII. ADJOURN

Meeting adjourned @ 9:15 pm

VIII. NEXT MEETING DATE - Wednesday October 24, 2018 @ 7:30 PM