

**LIBRARY BOARD OF TRUSTEES MEETING
September 26, 2012**

MINUTES

- I. CALL TO ORDER
Meeting called to order at 7:30pm by Powers.
Members present: Earle, Weins, Lisica, Parus, Powers, Weins
Library staff present: Director: Thomas, Assistant Director: Annette Goike,
Clerk: Marilyn Bernhard
- PUBLIC DISCUSSION
No public discussion
- II. APPROVAL OF MINUTES
Motion made by Weins, 2nd Earle to approve August 22, 2012 minutes.
Motion approved.
- III. FINANCIAL REPORTS
A. Monthly expenses and revenues
Motion made by Weins, 2nd Lisica to approve as presented. Motion approved.
B. Monthly Fund Report – City Printout –
Presented as of 09/21/2012
C. City Treasurer report –
Available report dated as of July 31, 2012
- IV. BUSINESS
A. OLD
1. Approve re-alignment of clerk salaries
The director presented a new pay scale and after discussion, a motion was made by Lisica and 2nd by Parus to approve. Motion was approved
2. Director evaluation
The board excused the library director. The board went through the Evaluation Form of each member to form a consensus with the self evaluation provided by the director. Final evaluation is to be presented at the next meeting.
- B. NEW
1. Earle’s term appointment
Approved with ending date of June 2017
2. Approve contract with Unique Management
The 90 day trial period of their collection services has provided resolution of some outstanding debts. A motion by Weins with a 2nd by Parus the board approved a 1 year contract for continuing their services.
3. Election of officers for 2012-2013
Motion by Parus, 2nd by Weins to keep officers as previous year.
Motion approved.

President: Powers, Vice President: Earle, Secretary: Lisica, Treasurer:
Weins, Trustee: Parus

4. Committee appointments for 2012-2013.

Finance: Weins, Powers, Lisica
Personnel & Policies: Lisica, Parus
Public Relations: Earle, Powers

C. OTHER

1. Circulation Policy

After discussion, the policy was tabled for further review.

2. Patron Code of Conduct

Current policy was amended to change the term Library Staff to Library
Supervisor as it pertains to contacting the police.

Motion made by Powers, 2nd by Lisica to approve change. Motion
approved.

V. ANNOUNCEMENTS, INFORMATION, ETC.

A. Stats from August September, upcoming events

B. Strategic Plan Workshop

Thomas provided highlights from the workshop as it pertains to
libraries.

C. Trustee Workshop –

Dexter District Library on October 25th

D. Building donations

Total as of September 26 is \$32,147.00

E. Other

1. Friends will hold their Christmas Bazaar December 8th

VI. ADJOURN

Meeting adjourned @ 9:00 pm

VII. NEXT MEETING DATE - October 24, 2012@ 7:30 PM

approved: 10/24/12