

Library Board Meeting Minutes. November 15, 2018

In attendance: Anita Diane Robson, Cathy Ackerson, Cheri Chapin, Emily Griffith, Roxie Poulsen, Bethany Nettleton

Call to order 6:30 pm

Cathy moves to accept the minutes. Cheri supports. All in favor.

Financial Report: Bethany reports we are on target.

- Committee Reports: Finance committee met on November 14. See document provided for summary.
- Director's Report: see document prepared by Bethany. Staff is doing fabulous. Two new employees hired. Helpnet was signed and turned in. Lighting is being fine tuned because the quote was inaccurate. Elevator repair project is on hold until the waterproofing job is done. Quotes are being collected for the waterproofing job. Circulation is a little down. Beth is curious to see if OverDrive numbers are up?

Old Business:

- Elevator: GreatLakes Waterproofing quoted 12,800. Cheri moves to approve the current quote from GreatLakes with contingency for Bethany to accept a lower bid if one is provided by a different company. Cathy seconded. All in favor.
- Health Care: Mostyn agency provided an estimate of approximately \$6k per person. Beth is looking into the Michigan Library Association and will also discuss further with Flat River Library how their insurance works.
- Hiring Process: still seeking to fill the youth librarian position. Beth will work with Lizzie on potentially filling the position.

New Business

- Tamarack Room rental use: Cheri moves to reduce from \$25/hour to a flat rate of \$50 and free for non-profits. Roxie seconds. All in favor.
- Change in Unattended Children Policy: Cheri moves to change the policy from 6 years to 11 years old for children to be unattended by a parent or guardian. Emily seconded. All in favor.
- Approve Loan Payment: The rural development loan for the building is \$30,875.62 due Dec 1, 2018. Emily moves to approve we pay the USDA loan payment. Cathy seconds. All in favor.
- Approve Christmas Gifts: See document provided. Cheri moves to approve the recommended amounts. Emily seconds. All in favor.
- Dec 12 Christmas Party 5ish. Our Board meeting will still be on its regularly scheduled date of Dec 20. Cheri will bring cheese, Sue is bringing rolls, Diane will make soup, Roxie is also bringing soup, Cathy and Emily will bring sweets.

Cheri moves to adjourn at 7:20. Cathy seconds.

Next meeting is Dec 20 at 6:30

