

Minutes of the Tamarack District Library Board of Trustees Regular Meeting

September 24, 2015

7:00 PM

Tamarack District Library

Call to Order: The meeting was called to order at 7:05 by Board President Cheri Chapin.

Present: Board members Cheri Chapin, Pat Hinrichs, Janet Johnson, Kathy Nerychel, Sue Draper, and Cathy Ackerson; Library Director Hope Nobel.

Absent: Cindi Gigowski, Jody Warner

Approval of Minutes: A motion to accept minutes of the August 20 meeting was made by Draper. Motion carried.

Financial Report: Nobel submitted a report of the fiscal year to date for the Board's review.

Public Comment: Janet Culey gave a project and progress report for the Friends of the Library. The Board thanked the Friends for their work on the library garden in preparation for the new entrance, and for providing refreshments for the ribbon cutting party.

Communications: None submitted.

Committee Reports:

- **Budget & Finance:** Did not meet; no report.
- **Policy & Public Relations:** Did not meet; no report.
- **Facilities & Grounds:** Did not meet; no report.

Director's Report: Nobel's primary focus for the last month has been the library's new entrance, for which a ribbon-cutting ceremony was held on this date, Thursday September 24, prior to the Board meeting. Almost all elements of the renovation are complete; the only major elements still outstanding are completion of the lighting and the sprinkler system adjustments. Nobel said the renovations went extremely well; all members of the team – library staff, board, volunteers, and contractors – worked well together and did a wonderful job. She will submit a detailed report at the next meeting, including the financial report on the project. In addition to items connected to the new entrance, Nobel had a few meetings and attended the Library of Michigan New and Advanced Director Workshop.

Old Business:

- **Trustee Workshop:** Hinrichs and Nerychel are unable to attend. Chapin will attend, and Nobel will join her.
- **Loan Payment:** A decision on the extra loan payment is deferred until all financials are in for the renovation.

New Business:

- **Lakeland Library Cooperative Shared ILS** – the cooperative will need to upgrade its ILS (Integrated Library System) at some point in the future, and has notified directors of member libraries of the need for each library to begin to save for its share of those costs. Nobel will file the information for the next budget preparation process.
- **Policy Review:** Nobel recommended that a policy be formed to guide public comment, and asked that the Board continue its revision of the personnel policy, addressing employee benefits in particular. After discussion of the proposed and existing policies, the Board asked the Policy and Public Relations Committee to meet in the next month and bring draft policies to the next meeting.

Executive Session: None.

Next Regular Meeting: October 15, 2015, at 6:30 p.m.

Adjournment: Motion to adjourn made at 7:55 by Draper. Motion carried.

Signed as approved: _____

Recorder

Date

Signed as approved: _____

Meeting Chair

Date