

# CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

April 8, 2010 9:00AM

Held in the Cheboygan Area Public Library

Call to order and attendance	Action
Approval of minutes	Action
Financial report, including payment of bills	Action
Director's Report	
Spring millage draft ballot	Report
Experience Works	Report
Committee Reports	
Personnel Committee	
Director Review	Action
Policy Committee	
Building & Site Committee	
Children's Garden carving	Report
Budget & Finance Committee	
Other Business	
Citizen's Comments	
Adjournment	Action

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES

100 S. Bailey Street, Cheboygan, MI 49721

231-627-2381

Held in the Cheboygan Area Public Library

**Meeting Minutes:** Thursday March 11, 2010

Board President Dawn Barr called the meeting to order at 9:04 a.m. Board members present: Dawn Barr, Dick Wheelock, Ruth Gainor, Danny Faircloth, Mary Kronberg, Phyllis Beyer and Agnes Blaskowski. Also present Library Director Mark Bronson.

Danny Faircloth moved to approve the minutes from the Regular Board Meeting. Ruth Gainor supported the motion. The motion passed unanimously.

**Financial Report:**

Phyllis Beyer read the Treasurer's Report, financial statements, and Prepaid Bills. Agnes Blaskowski moved to accept the Treasurer's Report and approve the Prepaid Bills.

Danny Faircloth supported the motion. The motion passed unanimously.

**Director's Report**

Mark reported that the staff in-service day was very beneficial. The morning comprised safety training by Red Cross trainer, Martha Orloff. The library personnel policy manual was reviewed in the afternoon. Also, staff discussed workflow and improvements to the library service plan.

The ballot proposal has been submitted and we should see a draft of the ballot soon.

The library has agreed to take another Experience Works employee. The new employee will mainly serve at the reception desk. Experience Works is a federal program for people over the age of 55 who are trying to get back in the job market and learn new skills. Wages are payed by the federal government.

Mark is applying for a grant from PIE&G for funds to purchase an AED device.

**Committee Reports:**

**Personnel Committee:**

The state will be raising the employer contribution rate for the MPSERS retirement fund. The contribution rate will increase by 2.47% to a total of 12.16%.

*Policy Committee:*

Mark presented a proposal to the board concerning implementing a cancellation fee for groups who book library meeting rooms and don't show up and don't notify the library that they are cancelling. Mark will work on proposed language.

*Building & Site Committee:*

The picture molding has been installed in the Gallery.

*Budget & Finance Committee:*

The board opened two bids for auditing services. Phyllis Beyer made a motion to award the bid to Campbell, Kusterer & Co., P.C. Agnes Blaskowski supported the motion. The motion passed unanimously.

**Citizen's Comments:** There were no citizens present.

**Adjournment:** At 10:00a.m., Dick Wheelock made a motion to adjourn, Ruth Gainor supported the motion. The motion passed unanimously and the meeting adjourned.

Respectfully submitted,

Mark Bronson