

# CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday January, 9, 2020, 9:00 a.m.

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	
Fine Free	Report
Electricity Use	Report
Donation	Report
Fund Balance	Report
New Business	
Audit	Action
Leave of Absence	Action
Old Business	
Citizen's Comments	
Adjournment	Action

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA  
100 S. Bailey Street, Cheboygan, MI 49721  
231-627-2381

Held in the Cheboygan Area Public Library  
Meeting Minutes: Thursday December 12, 2019, 9:00 a.m.

Mary Kronberg called the meeting to order at 9:03 a.m. Board members present: Phyllis Beyer, Elyn Kallio, Mary Ellen Enos, Kay Forster, Mary Crusoe, and Dan Welihan.

Absent: none.

Also present Library Director Mark Bronson.

**Approval of Minutes:**

**Financial Report Including Payment of Bills:** Mary Ellen Enos reported on the financials. Dan Welihan made a motion to accept the financial report as presented and Phyllis Beyer seconded the motion. The motion passed unanimously.

**Director's Report:**

The site visit for the audit has been completed and the auditor made a request for some additional documents.

The library had several parking lot lights that needed repair. Mark started a work order to change the lights on the main lot to LED. The staff solar light was not working and has been repaired. The street light at the corner of Pine and Ball burned out and Consumers Energy replaced it with an LED fixture. Finally the library installed a light on the Pine Street side of the building that lights the sidewalk across Pine Street to the staff parking lot.

The PAC 2 libraries are ready to implement the Fine Free policies starting in January 2020.

Mark presented the new Patron Behavior Policy. Kay Forster made a motion to accept the policy as presented with immediate effect. Mary Crusoe supported the motion, the motion passed unanimously.

Mark has been in discussion with a furniture vendor to replace the meeting table and replace the round tables with a round flip-top table.

**Old Business:**

The library board discussed the need to establish a Line-Of-Credit to help with cash flow. Kay Forster made a motion to establish a \$30,000.00 Line-of-Credit with First Community Bank to be used as needed. Dan Welihan support the motion. The motion passed unanimously.

**New Business:**

**Citizen's Comments:**

**Adjournment:** Mary Ellen Enos made a motion to adjourn the meeting at 10:00 a.m. Mary Kronberg seconded the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson