

# CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday November 10, 2011, 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	
MLA Fall conference	Report
Munro Township Contracted Area	Report
Microfilm machine purchase	Report
Committee Reports	
Personnel Committee	
Policy Committee	
Building & Site Committee	
Budget & Finance Committee	
Audit	Action
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 October 13, 2011

Board President Dawn Barr called the meeting to order at 9:03 a.m. Board members present: Dawn Barr, Dick Wheelock, Danny Faircloth, Mary Kronberg, and Agnes Blaskowski. Also present Library Director Mark Bronson. Absent: Ruth Gainor and Phyllis Beyer.

Danny Faircloth moved to approve the minutes from the Regular Board Meeting of Sept. 8, 2011. Dick Wheelock supported the motion. The motion passed unanimously.

### **Financial Report:**

Mary Kronberg 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 gave an update on the proposed legislation to rescind the Personal Property Tax.

The library will offer Art classes and Computer classes for adults through the Life Long Learning program. The initial art class will be a clay class.

Mark presented to the board an issue concerning a contracted portion of Munro Township. CAPL signed a document in 1983 that obligated the library to provide library service to this portion of the township. Documentation was not retained at the library and a copy of the document was provided by the Library of Michigan. Currently this part of the township is not paying any property tax or debt reduction tax to the library. The board was presented with three options for accommodating the contracted area in the future. First, do nothing and continue serving the area with no compensation. Second, notify residents that the library is terminating the contract and they will need to find and negotiate library service. Third, notify residents that the library is terminating the contract and give them the option of joining the CAPL district as paying members. Any notification of termination would have to be sent by Dec. 31, 2011 and the contract would end June 30, 2012. Dick Wheelock made a motion to move forward with the third option, Mary Kronberg supported the motion to pursue a new contract. The motion passed unanimously.

The Quilt Raffle drawing was held at the annual Friends of the Library Fall Fashion Show. The raffle generated \$1,100.00 with all the proceeds going to the library. Mark asked if the proceeds could be designated to help purchase a new microfilm reader/printer. Danny Faircloth made a motion to designate the raffle proceeds be designated towards the purchase of the new equipment. Agnes Blaskowski supported the motion. The motion passed unanimously.

Discussion was held concerning the current microfilm machine and if replacement needed to happen soon. Mark reported that he felt that we were on borrowed time now and replacement was needed now. Danny Faircloth made a motion to purchase the new reader/printer now and

Mary Kronberg supported the motion. The motion passed unanimously.

Java & Jazz is scheduled to start December 2<sup>nd</sup> .

Mark reported that the staff in-service went well. Staff spent half of the day working with ereaders and how to answer patron questions about downloading ebooks.

Mark reported that a local agency will be offering GED classes. This is a new service that the library has not been offering. The library will continue to serve as a testing site.

The proposal by the city to extend the term of the DDA has been put on hold.

**Personnel Committee:**

Did not meet.

**Policy Committee:**

Did not meet.

**Building & Site Committee:**

The committee and Mark conducted a site inspection to identify areas that may need some repair or upkeep. Several sites were identified and we will work on addressing each of these.

**Budget & Finance Committee:**

The annual audit report was distributed. Danny Faircloth made a motion to table a vote until the next meeting to give board members a chance to review the audit. Dick Wheelock supported the motion. The motion passed unanimously.

Mary Kronberg made a motion to authorize a holiday recognition for library staff. Agnes Blaskowski supported the motion. The motion passed unanimously.

**Citizen's Comments:**

**Adjournment:**

At 10:30a.m., Danny Faircloth made a motion to adjourn, Agnes Blaskowski supported the motion. The motion passed unanimously and the meeting adjourned.

Respectfully submitted,

Mark Bronson