

# CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

November 18, 2010 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
Committee Reports	
Personnel Committee	
Policy Committee	
Building & Site Committee	
Electrical Use	Report
Budget & Finance Committee	
Christmas Bonus	Action
Audit	Report
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 Oct. 14 , 2010

Board President Dawn Barr called the meeting to order at 9:01 a.m. Board members present: Dawn Barr, Dick Wheelock, Ruth Gainor, Danny Faircloth, Mary Kronberg and Agnes Blaskowski. Also present Library Director Mark Bronson. Board member Phyllis Beyer was absent.

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

**Financial Report:**

Mary Kronberg read the Treasurer's Report, financial statements, and Prepaid Bills. Dick Wheelock 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 Michigan Library Association Board has completed the proposed bylaws and dues changes for members. A vote on the proposed changes is scheduled for the week of October 18th.

The Dept. Of Education and the budget for State Aid to Libraries has been signed. State aid was cut by 4%. However, supplemental funding was added from the School fund which will make for a net gain in State Aid funding. We are awaiting for directions from the State Librarian on how the funds will be disbursed.

The fall staff in-service was held on Oct. 11, 2010. The morning was devoted to fire and building safety. A staff person from the city fire department talked about fire safety and then took staff outside, lit a fire and all staff had the opportunity to use a fire extinguisher. The afternoon session concentrated on new resources available from the Michigan Electronic Library (MeL). This was conducted via a WebEx session with staff from the Michigan Library Consortium. Also, staff reviewed the index of the Cheboygan Tribune and the mapping resources available on the Cheboygan County website.

The library received a donation of a Panamanian Mola.

Mark reported and provided a chart comparing CAPL with regional libraries. The survey and report was compiled by the Library Journal which used data provided in the annual State Aid Report.

The Brownfield project for the Straits Area Federal Credit Union was approved by the city. Library taxes will be captured to fund the project.

Committee Reports:

Personnel Committee:

Did not meet.

*Policy Committee:*

Did not meet.

*Building & Site Committee:*

Mark asked the committee to schedule a meeting to review surplus equipment and furniture and to discuss options to reduce electricity use.

A bid was presented from Rivertown Rustics to purchase more book shelving. Danny Faircloth moved to accept the bid and to use the Library Improvements fund to pay for the shelving. Agnes Blaskowski supported the motion. The motion passed unanimously.

*Budget & Finance Committee:*

Mark reported that the library received a refund from the building insurer, MMRMA. The insurer determined that there were excess funds and refunded members.

Danny Faircloth made a motion to allocate \$75,000 to purchase a 2 year CD from Citizens National Bank. Mary Kronberg supported the motion. The motion passed unanimously.

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

**Adjournment:** At 9:53 a.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