

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday December 8, 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 Dec. meeting	Report
Munro Township Contracted Area	Action
Microfilm machine	Report
Neale Bauman visit	Report
Committee Reports	
Personnel Committee	
Policy Committee	
Methodology for annual review of policies	Discussion
Building & Site Committee	
Ownership of Library site	Discussion
Budget & Finance Committee	
Other Business	
Citizen's Comments	
Adjournment	Action

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES

100 S. Bailey Steet, Cheboygan, MI 49721

231-627-2381

Held in the Cheboygan Area Public Library

Meeting Minutes: Thursday, Nov. 10, 2011

Board President Dawn Barr called the meeting to order at 9:03 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.

Agnes Blaskowski moved to approve the minutes from the Regular Board Meeting of . 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. Phyllis Beyer supported the motion. The motion passed unanimously.

Director's Report

Mark reported on the Michigan Library Association Fall Conference. There were many informative sessions. Mark concentrated on the Management and Advocacy sessions. Kim Schulz also attended and concentrated on Leadership and Advocacy including sessions on community building through partnerships and the Public Library Association's kick-off Session for Turning the Page 2.0, a 6 week free seminar on building a library advocacy plan. Kim will take part in this seminar in March of 2012. Mark also attended the fall Director's Summit which was the second session on library advocacy.

Mark reported on information gathered about the contracted service area in Munro Township. Mark will contact our lawyer to ask for assistance on procedure and report at the next board meeting.

Discussion was held on the proposed purchase of a new Microform Reader/Printer.

The Friends of the Library requested that the Board review and approve changes to their Bylaws. The Board tabled the approval after discussion and asked for clarification on one section. It will be placed on the Dec. agenda for discussion and a vote.

Personnel Committee:

Policy Committee:

The Board discussed an annual review of all the library policies. This should be done by the committee first and then presented to the full Board.

Building & Site Committee:

The bids for snow removal were discussed. Three bids were received and Mark has talked to each of the contractors. Dick Wheelock made a motion to award the contract to Michigan Pavement Guard. Mary Kronberg supported the motion. The motion passed unanimously.

There was general discussion about the carpet in the computer room. At the Fall Conference Mark talked with vendors about some options.

Budget & Finance Committee:

The annual audit was reviewed and Phyllis Beyer made a motion to approve the 2010-11 audit report. Dick Wheelock supported the motion. The motion passed unanimously.

Citizen's Comments:

Adjournment:

At 10:20 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