

# CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday Dec. 11, 2014, 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	
Update on DDA legislation	Report
Update on NCIP project	Report
NLC planning meeting	Report
Fitch Rating review	Report
Committee Reports	
Personnel Committee	
Policy Committee	
Building & Site Committee	
Budget & Finance Committee	
Audit	Action
Other Business	
Long Range Planning	
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 Nov. 13, 2014, 9:00 a.m.

Mary Kronberg called the meeting to order at 9:07 a.m. Board members present: Dick Wheelock, Ruth Gainor, Lorna Brach, Mary Kronberg, Mary Crusoe, Mary Ellen Enos and Phyllis Beyer.

Also present Library Director Mark Bronson.

**Approval of Minutes:** Dick Wheelock made a motion to accept the November minutes. Phyllis supported the motion. The motion passed unanimously.

**Financial Report, Including Payment of Bills:** Lorna Brach presented the Financial Report and the Payment of Bills. Dick Wheelock made a motion to approve. Ruth Gainor supported the motion. The motion passed unanimously.

**Director's Report:**

Mark reported that the picnic table for the Children's Garden has arrived and has been assembled. The table will be paid for through two donations.

The Petoskey District Library has selected a new library director, Val Meyerson. Val is currently the director at the Charlevoix library. She will start her new position in 2015.

Mark reported on the Northland Library Cooperative meeting. Our representative, Dan Welihan, was elected as the chair of the NLC board. The PAC2 consortium group also met that day to discuss the system upgrade for NCIP for Sirsi and MelCat. Each member library will be brought on-line individually and Cheboygan is 4<sup>th</sup> in line to make the switch.

Mark asked about closing at 5:00 pm on Wed. Nov. 26. Dick Wheelock made a motion to change the closing time. Ruth Gainor supported the motion. The motion passed unanimously. There was general discussion about operating hours around the Christmas and New Years holiday. The board decided that there will be no change this year but that library staff record the number of people using the facility during that time.

Mark reported that he came into the library on Sunday Nov. 2 to pick up magazine boxes that Cheboygan is donating to the Cadillac library. Upon arrival he observed standing water at the bottom of the staff stairs and water in the library store room, at the top of the lower level ramp, the Gallery and the emergency exit stairs. The shop vac was located and Mark started removing the water. After 2 hours with very little headway he went outside to see if there was an active source of the water and discovered that an outside

hose had failed and water was gushing. After shutting off the spigot he was able to remove most of the water in the building and Monty Johnson continued the clean up the following morning. Other than wet floors there was no other damage.

The long time yoga instructor, Patricia McGibbon, is moving out-of-state and will be leaving a void for her many students. Patricia has rented library space since 2006 and built a large following offering 4-5 classes per week. It will certainly change the activity on the lower level and we hope that someone steps in to continue the classes she has started.

**Personnel Committee:**

Did not meet.

**Policy Committee:**

Did not meet.

**Building & Site Committee:**

Mark reported that the library has picked up a pallet of ice melt and we are reading for the start of the snow season.

**Budget & Finance Committee:**

The auditors made their visit but we have not received a final report yet. Mark will contact them so that we can have the audit for the next meeting.

**Other Business:**

After the meeting today the board will have a training session with Roger Mendel of the Northland Library Cooperative.

**Citizen's Comments:**

**Adjournment:** Dick Wheelock made a motion to adjourn the meeting at 9:57 a.m. Mary Ellec supported the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson