

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday March 12, 2015, 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	
Patron Counter	Report
Server replacement	Report
Romeo District Library Court Case	Report
City taxable value	Report
Otsego County Library Reciprocal Borrowing	Action
Staff changes	Report
Committee Reports	
Personnel Committee	
Policy Committee	
Building & Site Committee	
Shelving	Report
Budget & Finance Committee	
New Budget Style	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 February 12, 2015, 9:00 a.m.

Mary Kronberg called the meeting to order at 9:01 a.m. Board members present: Dick Wheelock, Ruth Gainor, Mary Kronberg, Mary Crusoe, Mary Ellen Enos, and Phyllis Beyer. Lorna Brach was absent.

Also present Library Director Mark Bronson and Mark Dombroski

Approval of Minutes: Dick Wheelock made a motion to accept the January minutes. Ruth Gainor supported the motion. The motion passed unanimously.

Financial Report, Including Payment of Bills: Phyllis Beyer presented the Financial Report and the Payment of Bills. Ruth Gainor made a motion to approve. Mary Ellen Enos supported the motion. The motion passed unanimously.

Public Comments: School superintendent, Mark Drombroski addressed the board concerning the upcoming millage vote for the school.

Director's Report:

A new patron counter has been installed at the front entrance. The new counter will record all foot traffic into the building. The previous counter was recording only data for the Upper Level.

A summary of the State Aid Report and library statistics was presented to the board.

Mark corrected his statement about the Financial Manual for Libraries. This is not a replacement document but a new manual issued by the Library of Michigan.

A new server has been ordered for the library. The current unit has been in place for 10 years and the Tech. Support says it is showing signs of failure. It should be installed by the next board meeting.

The library has reached a compromise with Kone concerning the recent repair bill. They agreed to reduce the bill by \$500.00 and we have sent a check to settle the account.

Mark reported on changes to the federal E-Rate program. The program will cease support of phone systems and focus on internet service. We will monitor and report if the changes will provide enough support to participate in the program.

The Ukulele society is progressing much faster than Sam King anticipated. His

GoFundMe request reached the financial goal in about a month. He is in the process of ordering the instruments and will begin scheduling the lessons and programs.

Mark has met with AirNorth 2 times talking about internet and phone service.

Personnel Committee:

The committee will schedule a meeting to begin the Director review.

Policy Committee:

Recent changes in the state FOIA law require us to update our policy. The new law takes effect July 1, 2015.

Building & Site Committee:

We need to install more shelving in the Adult Fiction area. Mark will request a quote and bring it to the board.

Mark is working on finding a vendor for the sun shade for the Children's Garden. A donor has committed to donating the funds to purchase the umbrella.

Former board member Dawn Barr sent an email showing a system of sound baffles that is installed at a local business. This is something the board has discussed to resolve a noise problem in the Adult area of the library.

Budget & Finance Committee:

Phyllis Beyer made a motion to accept the Audit as presented for the 2013/14 fiscal year. Dick Wheelock supported the motion. The motion passed unanimously.

Other Business:

Citizen's Comments:

Adjournment: Dick Wheelock made a motion to adjourn the meeting at 10:35 a.m. Mary Ellen Enos supported the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson