

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 8, 2018 9:00 a.m.

Phyllis Beyer called the meeting to order at 9:05 a.m. Board members present: Phyllis Beyer, Kay Forster, Elyn Kallio, Mary Crusoe, Mary Ellen Enos and Dan Welihan.

Mary Kronberg was absent.

Also present Library Director Mark Bronson and Richard Niehardt.

Approval of Minutes: Elyn Kallio made a motion to accept the Sept. minutes as presented. Dan Welihan supported the motion. The motion passed unanimously.

Financial Report, Including Payment of Bills: Mary Ellen Enos reported on the January financials. Kay Forster made a motion to accept the financial report as presented and Elyn Kallio supported the motion. The motion passed unanimously.

Richard Niehardt of Gabridge and Co. presented a report of the 2016/17 library audit.

Director's Report:

Mark plans to advertize the Children's Librarian position in April and begin interviews in May. Mark will interview with the assistance of Kim and Sam. The advertizement will be published locally and on the Michigan Library Association website which has a national audience.

Dan and Elyn will be attending the Millage Workshop session in Flint.

An update of the library foundation was distributed to the board.

The elevator needed another repair call. Mark will check about other vendors to do a price comparison for elevator service.

The library is finishing a major upgrade of the on-line circulation and cataloging system.

CAPL is a member of an e-book consortium which is having some growing pains. A committee has been working on issues and has made recommendations to enhance the system at minimal cost. Mark will sign the agreement and send it to the Northland Cooperative director.

Mark received an estimate for relighting Room A. This would include a conversion to LED and the ability to shut off or dim sections of lighting. The estimate is about \$7,000. Mark has a couple of follow up questions and will report back.

The office copier is dying and we have an estimate for a replacement. The board decided to replace the machine and use funds in the Library Improvements account to pay for it. Kay Forster made the motion to purchase the copier with Mary Ellen Enos supporting. The motion passed unanimously.

Mark met with the County Treasurer to seek a change in the frequency of the Penal Fine payments. He will report when he receives an answer.

Mark distributed a synopsis of the State Aid Report.

New Business:

Elyn Kallio made a motion to accept the revised and new job descriptions. Dan Welihan supported the motion. The motion passed unanimously.

Kay Forster made a motion to accept the Audit as presented and Mary Crusoe supported the motions. The motion passed unanimously.

Old Business:

Citizen's Comments:

Adjournment: Elyn Kallio made a motion to adjourn the meeting at 10:36 a.m. Mary Ellen Enos supported the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday March 8, 2018, 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	
Millage Workshop	Report
Elevator	Report
Northland Cooperative	Report
Penal Fines	Report
Pick-up repair	Report
Public printer	Report
New Business:	
Old Business:	
Director Review	Discussion
Citizen's Comments	
Adjournment	Action