

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 May 14, 2015, 9:00 a.m.

Mary Kronberg called the meeting to order at 9:00 a.m. Board members present: Mary Crusoe, Dick Wheelock and Phyllis Beyer.

Ruth Gainor, Mary Ellen Enos were absent.

Also present Library Director Mark Bronson.

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

Financial Report, Including Payment of Bills: Phyllis Beyer presented the Financial Report and the Payment of Bills. Dick Wheelock made a motion to approve. Mary Kronberg supported the motion. The motion passed unanimously.

Board Secretary, Mary Crusoe, presented correspondence that came to the board. A thank you from the Cheboygan Area Arts Council for the use of library space for the Youth Art Show. A letter of resignation from the Inverness Township representative, Lorna Brach.

Director's Report:

Mark has talked to the Inverness Township supervisor and offered any assistance they may want with filling the open board position.

The quarterly report for the Library Foundation was presented and continues to show good growth.

Work has started on the new shelving. The wood has been delivered and construction has started.

Mark inquired of current board members who have expiring terms if they would like to continue serving on the board. Four terms are expiring June 30, 2015.

One of the library Certificate of Deposit has expired and it has been renewed for another two years.

Information statistics for the library facebook page was presented.

Mark requested that the purchase of LED fixtures be funded from the Library Improvements budget. The invoices have been paid from the General Fund. Phyllis Beyer made a motion to transfer funds from the Library Improvements account to the

General Fund to cover the cost of the LED lights. Dick Wheelock supported the motion. The motion passed unanimously.

Committee Reports

Personnel Committee

Policy Committee

Work is progressing on the new FOIA requirements that need to be completed by July 1, 2015.

Building & Site Committee

The umbrella for the Children's Garden has arrived.

The elevator stopped working and we had to make a service call. The technician recommends that we replace the door latch contacts. They will send us a proposal to consider.

Budget & Finance Committee

Dick Wheelock made a motion for the Budget Hearing Resolution to be scheduled for June 11, 2015 at 9:00 a.m. Mary Kronberg supported the motion. A roll call vote was conducted: Ayes: Mary Kronberg, Mary Crusoe, Phyllis Beyer, and Dick Wheelock. Nays: none.

The proposed budget for 2015 - 16 was distributed.

Other Business:

The use of standing committees will end and in the future if committees are needed they will be appointed for a specific purpose.

The annual review of the Director was discussed. The Director presented documents discussing the past year and plans for the next year. The discussion will continue at the next meeting after the board has had time to review the documents.

Citizen's Comments:

Adjournment: The meeting adjourned at 10:30 a.m.

Respectfully submitted,

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday June 11, 2015, 9:15 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	
Inverness Township Board Member	Report
Elevator maintenance	Report
Umbrella	Report
New Business:	
FOIA policy	Action
2015 - 16 budget	Action
Annual Resolutions	Action
July 4 Holiday	Action
Old Business:	
Citizen's Comments	
Adjournment	Action