

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, July 12, 2018 9:30 a.m.

Mary Kronberg called the meeting to order at 9:09 a.m. Board members present: Phyllis Beyer, Kay Forster, Elyn Kallio, Mary Crusoe, and Dan Welihan.

Mary Ellen Enos was absent.

Also present Library Director Mark Bronson.

**Approval of Minutes:** Kay Forster made a motion to accept June Budget Hearing minutes as presented. Dan Welihan supported the motion. The motion passed unanimously.

Phyllis Beyer made a motion to accept the June minutes as presented. Elyn Kallio supported the motion. The motion passed unanimously.

**Financial Report, Including Payment of Bills:** Phyllis Beyer reported on the June financials. Elyn Kallio made a motion to accept the financial report as presented and Mary Crusoe supported the motion. The motion passed unanimously.

**Director's Report:**

Mark reported that the weeding project in the non-fiction collection has been completed. Outdated and unused items were removed from the collection.

The security lights for the staff parking lot need to be replaced. Mark contacted Consumers Energy and they will remove the existing lights but won't put up new lights. We will work with a local electrician to install new security lights.

Bid for the VoIP phone system came in higher than our current vendor charge. At this time we will continue to use Spectrum.

Parade float was well received.

The library was awarded a PIE&G grant to cover a portion of the art display system in the gallery. The \$1,000 grant will cover half of the cost.

A library patron donated funds to purchase the phase II portion of the Little Bits robotics equipment. The donation of \$650 will fully fund this phase of the plan.

Mark distributed a year-end report of the donations contributed to the library. The library received over \$2,800 that will go to the library Foundation. Nearly \$7,900 was contributed to designated donations. Designated donations are used for specific purchases.

Staff member Sarah Olsen attended a training session about 3D printing. She is developing a plan and curriculum for the future purchase of a printer.

**New Business:**

New signature cards were distributed for library bank accounts. Some accounts have outdated signers and the change of the Children's Librarian all the accounts need to be updates.

Kay Forster recommended the slate of Mary Kronberg, President; Phyllis Beyer, Vice-President; Mary Crusoe, Secretary and Mary Ellen Enos, Treasurer for the 2018-19 Fiscal Year. Dan Welihan supported the motion. The motion passed unanimously.

The Library Director annual review was presented. A new 2 year contract was also presented. Phyllis Beyer made the motion for the review and new contract. Mary Crusoe supported the motion. The motion passed unanimously.

**Old Business:**

There was discussion to contact Roger Mendel of the Northland Library Cooperative to present a program for board training.

**Citizen's Comments:**

**Adjournment:** Elyn Kallio made a motion to adjourn the meeting at 10:26 a.m. Dan Welihan supported the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson

# CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday August 9, 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	
Foundation	Report
Staff retirement	Report
Penal fines	Report
New time clock	Report
Staff health benefits	Report
Computer purchases	Action
Little Bits and 3D printer	Report
New Business:	
Change Sept. board meeting	Action
Millage recap	Report
Old Business:	
Citizen's Comments	
Adjournment	Action