

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday Sept. 12, 2013, 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	
MLA Legislative Comm.	Report
DDA & TIFA legislation	Report
Michicard program	Report
Committee Reports	
Personnel Committee	
Policy Committee	
Building & Site Committee	
Budget & Finance Committee	
Annual Audit	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 ~~August 8~~, 9:00 a.m.
July 11

Dawn Barr called the meeting to order at 9:00 a.m. Board members present: Dick Wheelock, Ruth Gainor, Dawn Barr, Danny Faircloth, and Phyllis Beyer. Agnes Blaskowski and Mary Kronberg were absent.

Also present Library Director Mark Bronson.

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

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

Director's Report:

A PAC2 meeting was held at the Rogers City branch of the Presque Isle District Library to discuss the selection of a new library catalog interface. PAC2 chose Biblio Commons and authorized Mary Sue Pranter, the PAC2 system administrator, to begin the process. The group will meet in August to confirm and finalize the project.

Mark reported that the library had received a check from the Federal Government as part of the Federal Healthcare act. The IRS asked for additional documentation for 2 other requests. That documentation has been compiled and submitted.

Following up on a information request from the June meeting concerning the availability of some art pieces in Ottawa Park, the art in question is not available for display.

DDA & TIFA legislation for the Detroit Zoo and Detroit Institute of Arts passed easily.

The library has received notification from the Federal Government the 501(c)3 status has lapsed. The library qualifies as tax exempt through our status as a governmental entity. The 501(c)3 designation was unnecessary.

The contracted area in Munro township is not longer a part of the library district. The library notified the township board last year that the contract would not be renewed.

The library has a couple of additional volunteers.

Personnel Committee:

Policy Committee:

Building & Site Committee:

Budget & Finance Committee:

The Building Debt re-financing resolution is ready to present to the board. Danny Faircloth made a motion to accept the resolution as presented to re-finance the Building Bond. Dick Wheelock supported the motion. The motion passed unanimously.

Danny Faircloth made a motion to make end of the year budget adjustments for the 2012-13 fiscal year. Dick Wheelock supported the motion. The motion passed unaimously.

Mark presented documentation requesting wage adjustments for the library staff. Danny Faircloth made a motion to make wage adjustments for hourly staff. Dick Wheelock supported the motion. The motion passed unanimously. This will be the first wage adjustment since 2010.

Other Business:

Citizen's Comments:

Adjournment: Dick Wheelock made a motion to adjourn the meeting at 9:55 a.m. Danny Faircloth supported the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson

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 August 8, 9:00 a.m.

Dawn Barr called the meeting to order at 9:00 a.m. Board members present: Dick Wheelock, Ruth Gainor, Dawn Barr, Danny Faircloth, Agnes Blaskowski and Phyllis Beyer. Mary Kronberg was absent.

Also present Library Director Mark Bronson.

Approval of Minutes: Phyllis Beyer made a motion to accept the August minutes as amended. 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. Agnes Blaskowski made a motion to approve. Dick Wheelock supported the motion. The motion passed unanimously.

Director's Report:

Mark reported a further decline in Penal Fines. Revenue from the County court system has fallen from \$132,870.00 in 2003 to \$55,213.00 in 2013.

The legislature is in recess now and will return after Labor Day. MLA is tracking legislation relevant to libraries particularly changes to DDA & TIFA legislation.

Most of the Summer programs for children have wrapped up with the Art classes scheduled for August. Craft Camp was held after school ended and overlapped the Summer Reading Program.

Personnel Committee:

Policy Committee:

Building & Site Committee:

Budget & Finance Committee:

The Building Debt re-financing has been completed. Citizens of the library district will save between \$90,000 and \$100,000 by the time the debt is retired.

Mark gave an update on the Library Foundation. There is continued improvement in the investment.

A new budget line has been added to the Chart of Accounts. The new line is labeled Electronic Resources. The new designation will better fit some of the new services and products that are being provided by the library.

Other Business:

Citizen's Comments:

Adjournment: Ruth Gainor made a motion to adjourn the meeting at 9:32 a.m. Danny Faircloth supported the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson