

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, September 14, 2017, 9:00 a.m.

Mary Kronberg called the meeting to order at 9:00 a.m. Board members present: Phyllis Beyer, Kay Forster, Elyn Kallio Mary Ellen Enos, Mary Crusoe and Dan Welihan.

Also present Library Director Mark Bronson.

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

Financial Report, Including Payment of Bills: Mary Ellen Enos reported on the August 2017 financials. Phyllis Beyer made a motion to accept the August Financial Reports as presented and Kay Forster supported the motion. The motion passed unanimously.

Director's Report:

Mark reported that he requested time to speak at the Inverness Township Sept. meeting. The Library Board had sent a letter in May 2017 with a notification that the library would be exiting the DDA and tax capture of the township DDA. As of Sept. 2017 the library has not received a reply or acknowledge of the letter. At the meeting township officials stated that they did not believe that the library was exempt from tax capture. Mark has talked with the library attorney and will report on future action.

The new internet fiber optic cable has been activated and the library is seeing remarkable improvement in download and upload speeds.

The new internet service is so fast that it is overwhelming the current wifi configuration. We are working with our technology provider to upgrade the hardware for both the wired and wifi configuration.

The job description committee has met and started work to update the library job descriptions. The committee will meet a couple times per month until all the library positions have been updated.

Mark reported that the annual audit will be conducted on Oct. 20. Kim, Paula and Mark are preparing documents for the audit.

New Business:

The Northland Library Cooperative has notified CAPL that is our turn to appoint a representative to the Cooperative Board. The appointment is for a 3 year term starting in October 2017. Mary Kronberg made a motion to appoint Dan Welihan to the seat. Elyn Kallio supported the motion. The motion passed unanimously.

Old Business:

Citizen's Comments:

Adjournment: Mary Ellen Enos made a motion to adjourn the meeting at 9:45 a.m. Elyn Kallio

supported the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday October 12, 2017, 9:00 a.m.

Held in the Cheboygan Area Public Library

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| Call to order and Attendance | Action |
| Approval of Minutes | Action |
| Financial report, including payment of bills | Action |
| Director's Report | |
| Township tax capture | Report |
| Internet upgrade | Report |
| WiFi upgrade | Report |
| Telephone service | Report |
| MLA annual conference | Report |
| Job description committee | Report |
| New Business: | |
| Old Business: | |
| Citizen's Comments | |
| Adjournment | Action |