

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

July 14, 2011 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 |
| Annual election of officers | Action |
| Financial report, including payment of bills | Action |
| Director's Report | |
| PAC2 meeting | Report |
| MLA meeting | Report |
| Friends meeting | Report |
| Board renewals | Report |
| Committee Reports | |
| Personnel Committee | |
| Policy Committee | |
| Personnel Policy | Action |
| Building & Site Committee | |
| NCMC Classroom | Report |
| Budget & Finance Committee | |
| Audit | Report |
| Debt Reduction Fund | Report |
| Charitable Giving | 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 June 9, 2011, 9:00 a.m.

Annual Budget Hearing

Board President Dawn Barr called the meeting to order at 9:04 a.m. Board members present: Dawn Barr, Dick Wheelock, Ruth Gainor, Danny Faircloth, Mary Kronberg, Phyllis Beyer and Agnes Blaskowski. Also present Library Director Mark Bronson.

Danny Faircloth moved to approve the 2010-11 Budget as presented. Phyllis Beyer supported the motion. A roll call vote was called and the motion passed unanimously.

Citizen's Comments: There were no citizens present.

Adjournment: At 9:25a.m. the meeting was adjourned.

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 June 9, 2011 9:15 a.m.

Board President Dawn Barr called the meeting to order at 9:25 a.m. Board members present: Dawn Barr, Dick Wheelock, Ruth Gainor, Danny Fairecloth, Mary Kronberg, Phyllis Beyer and Agnes Blaskowski. Also present Library Director Mark Bronson.

Ruth Gainor moved to approve the minutes from the Regular Board Meeting. Agnes Blaskowski supported the motion. The motion passed unanimously.

Financial Report:

Phyllis Beyer read the Treasurer's Report, financial statements, and Prepaid Bills. Agnes Blaskowski moved to accept the Treasurer's Report and approve the Prepaid Bills. Ruth Gainor supported the motion. The motion passed unanimously.

Director's Report

The Art Classes have started and most classes are full. The library has had very good response and for some of the sessions had to place names on a waiting list.

Information from the state is encouraging, the legislature has passed a budget proposal that increases funding to libraries. The budget has not been signed by the governor yet but that should come soon.

The Annual Resolutions were each presented and passed. The resolution documents will be included in the minutes binder.

Mark will be attending a PAC2 meeting in Petoskey and the MLA meeting in Lansing. An update of the meetings will be presented at the July board meeting.

The Overdrive e-book service has started. The Friends of CAPL have paid the annual subscription. Library staff has started purchasing titles to include in the collection.

There was general discussion about long range planning and the board decided to meet after the Sept. 8 board meeting to review and revise the plan.

Committee Reports:

Personnel Committee:

Did not meet.

Policy Committee:

A marked up copy of the Personnel Policy was distributed to the committee and they will meet July 12, 2011, 9:00 a.m. to review and if needed revise the document.

Building & Site Committee:

Budget & Finance Committee:

The board held general discussion on the status of the Library Foundation. The board decided to hold a more in-depth discussion during the Long Range planning scheduled for Sept. 8.

Phyllis and Mark closed the debt reduction account at Citizens National Bank and will use the debt reduction account established at the Straits Area Federal Credit Union to service the building debt obligations.

A 24 month, \$75,000 CD has been purchased from Citizens National Bank.

To comply with GASB 54 rules addressing Fund Balance Danny Faircloth made a motion to allocate \$250,000, held in CDs, as committed; \$42,404, held in Library Improvements, as assigned; \$50,000, in the Library Foundation, as non-spendable; \$51,000, in the Library Foundation, as unassigned; and the balance of the General Fund, \$223,000 as unassigned. . The motion was supported by Ruth Gainor. The motion passed unanimously.

Danny Faircloth made a motion to make adjustments to the 2010-11 budget and Ruth Gainor supported the motion. The motion passed unanimously.

Dick Wheelock made a motion to use \$7,200 from the Library Improvements fund to purchase a new copier/printer for the office. Agnes Blaskowski supported the motion. The motion passed unanimously.

Citizen's Comments: There were no citizens present.

Adjournment: At 11:20 a.m., Dick Wheelock made a motion to adjourn, Agnes Blaskowski supported the motion. The motion passed unanimously and the meeting adjourned.

Respectfully submitted,

Mark Bronson