

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, October 8, 2018 9:00 a.m.

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

Absent: Kay Forster, Mary Crusoe, and Dan Welihan.

Also present Library Director Mark Bronson.

**Approval of Minutes:** Elyn Kallio made a motion to accept the September minutes as presented. Phyllis Beyer supported the motion. The motion passed unanimously.

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

**Director's Report:**

Abbi Cronan, library staff member, attended a training session concerning customer outreach. The program was presented by the Mich. Library consortium.

The library will start Sunday hours beginning Nov. 11. Hours will be 1:00 pm - 5:00 pm.

An outcome of the staff retreat was a suggestion for expanded workday hours. The suggested hours would be to open at 8:00 am on Thursday and Friday. This allows patrons to stop in after drop off of students and early meetings. As part of this plan it has been suggested that the library close one hour earlier on Thursday evening. Library use after 7:00 pm on Thursday is minimal.

Parking lot light is in process of being installing.

MLA Fall conference is next week in Novi. Mark will be attending the 3 day event.

Nancy has started a Lego club and a Crafternoons after school program each meet one day per week.

Mark attended a PAC2 meeting in Charlevoix which included training on the new reports program for the Sirsi online catalog. He also attended a Northland Cooperative meeting.

Mark had samples of flooring that could be used in the Computer Room and Room B. The board asked him to investigate pricing and bring it back at the next meeting.

The board discussed the tabled motion to make the ILL position a full-time position. Currently the position is 32 hours per week. The amount of work has increased so much that it warrants a move to full-time position. After much discussion a motion was made by Elyn Kallio to make the position full-time. Mary Kronberg supported the motion. The motion passed unanimously.

**New Business:**

**Old Business:**

**Citizen's Comments:**

**Adjournment:** Elyn Kallio made a motion to adjourn the meeting at 10:47 a.m. Mary Ellen Enos supported the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson

# CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

Thursday November 8, 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	
Grounds	Report
Staff changes	Report
MLA Fall confernce	Report
Health benefit plan	Report
Halloween events	Report
Christmas parade	Report
PAC2 expansion	Report
New Business:	
Comic-con event	Action
Micro film printer	Action
Flooring Computer lab & Room B	Action
Thanksgiving hours	Action
Self Check upgrade	Action
Bonus	Action
Old Business:	
Citizen's Comments	
Adjournment	Action