

CHEBOYGAN AREA PUBLIC LIBRARY  
BOARD OF TRUSTEES AGENDA  
Thursday September 8, 2022 9:00 a.m.

Call to order and Attendance	Action
Approval of Minutes	Action
Financial report, including payment of bills	Action
Director's Report:	
Audit	Report
New hires	Report
Director training	Report
Committee Reports:	
Old Business:	
Art donations	Action
New Business:	
Citizen's Comments	
Adjournment	

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 11, 2022 9:00 a.m.

Dan Welihan called the meeting to order at 9:03 a.m. Board members present: Sam King, Don Gezon, Mary Ellen Enos, Nadene Delana and Bruce Gauthier.

Absent:

Also present Library Director Mark Bronson.

**Approval of Minutes:** Don Gezon made a motion to accept the minutes as presented. Bruce Gauthier seconded the motion. The motion passed unanimously.

**Financial Report, Including Payment of Bills:** Nadene Delana reported on the financials. Sam King made a motion to accept the financial report as presented and Mary Ellen Enos seconded the motion. The motion passed unanimously.

**Director's Report:**

Mark reported the Penal Fines check arrived and it was close to the estimated budget amount. However it was about \$16,000 less than the previous year.

The Friends of the Library held their Gift of Reading event at the County Fair Family Day Event.

The quarterly Foundation report was presented, as expected we have seen significant losses in this investment.

The Audit is scheduled for August 24<sup>th</sup>.

The donated art is in the Gallery for the Board to review.

Mark reported that a trainer from MCLS (Midwest Collaborative for Library Services) will be at the library on Sept. 29<sup>th</sup> to train staff to use the MeL Databases. This will be a half day training and Mark asked if the library could be closed for the entire day so all staff could attend and that the library could have a staff in-service day. Staff training has been very spotty since the pandemic shutdown. Kay Forster made a motion to close the library for the day and Nadene Delana seconded the motion. The motion passed unanimously.

**Committee Report:**

After Board discussion Nadene Delana made a motion to close the interview process for a new Executive Director and recommend to the full Board that they offer an employment contract to Emily Clare to be the Executive Director in training. Kay Forster seconded the motion. The motion passed unanimously. This action will move the process to action by the Board.

**New Business:**

After Board discussion Kay Forster made a motion to accept the proposed hourly wage increase for the library staff. Mary Ellen Enos supported the motion. The motion passed unanimously.

Don Gezon made a motion to hire Emily Clare as the Executive Director in-training. Bruce Gauthier seconded the motion. The motion passed unanimously. Emily will serve in this interim position until the retirement of the current Executive Director

**Citizen's Comments:**

**Adjournment:** Sam King made a motion to adjourn the meeting at 9:57 a.m. Don Gezon seconded the motion. The motion passed unanimously.

Respectfully submitted,

Mark Bronson