

CHEBOYGAN AREA PUBLIC LIBRARY BOARD OF TRUSTEES AGENDA

June 12, 2008 8:00AM

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	
Northland Advisory Council	Report
PAC2	Report
Long Range Planning	Report
Friends Bylaws	Report
Spies Estate	Report
Committee Reports	
Personnel Committee	Report
Director Review	Action
Policy Committee	Report
Room use policy	Action
Bid Policy	Action
Purchasing Policy	Action
Building & Site Committee	Report
Staff parking lot landscaping	Report
Parking lots maintenance	Action
Security Cameras	Action
Budget & Finance Committee	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, May 8, 2008

Board President Dawn Barr called the meeting to order at 8:02 a.m. Board members present: Phyllis Beyer, Dick Wheelock, Agnes Blaskowski, Ruth Gainor, Dawn Barr, Mary Kronberg, Danny Faircloth. Also present Library Director Mark Bronson.

Phyllis Beyer moved to approve the minutes as amended from the Regular Board Meeting of April 10. Ruth Gainor 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. Danny Faircloth supported the motion. The motion passed unanimously.

Director's Report

Mark presented correspondence and reports from the Michigan Library Association and the lobbying firm representing MLA. Several legislative bills and hearings affecting libraries were reported.

New shelving arrived and has been installed. The low shelving in the Children's room is in place and the tall shelving unit has been removed. The two new sections of shelving in the Adult Fiction area have been installed. The library will need to add a few sections of shelving each year to keep pace with the growing book collection.

Mark reported that the two staff in-service days were beneficial and well received by the staff. Northland Library Cooperative plans to continue the mini-conference every other spring.

The library insurance company, MMRMA, will be refunding surplus funds to members. This is the third time they have re-distributed surplus funds.

Mark gave a report on the last staff meeting. Library staff meets every six weeks before opening.

Draft copies of the next library newsletter were distributed to board members. Public distribution will come before the next board meeting.

Committee Reports:

Personnel Committee: The contract for Library Director Mark Bronson was presented to

the board. One minor change was made to contract language concerning the annual review of the contribution rate for the retirement plan. Ruth Gainor made the motion to approve the contract as presented, Dick Wheelock supported the motion passed unanimously.

Policy Committee:

Did not meet.

Building & Site Committee:

The outdoor benches purchased by the Friends of the Library have arrived.

Mark has been in discussion with an electricity provider who works with public entities to provide group purchasing discounts. The library could see some significant savings through the plan. Mark will keep the board updated as talks progress.

Phyllis Beyer asked about progress with security cameras for the facility. Mark reported that we have had one vendor come to walk through and prepare a bid. We hope to have more information soon.

Budget & Finance Committee:

Other Business:

Citizen's Comments: There were no citizens present.

Adjournment: At 9:45 am, Dick Wheelock made a motion to adjourn. Ruth Gainor supported the motion. The motion passed unanimously and the meeting adjourned.

Respectfully submitted,

Mark Bronson