

Brighton District Library
Board of Trustees Meeting Minutes
January 17, 2017

CALLED TO ORDER: The meeting was called to order at 7:35 by President Kathryn Poppy

ATTENDANCE: Present: President Kathryn Poppy, Arla McPeek, Rich Perlberg, Jordan Genso and Patrick McDonald.

Absent: Jane Petrie and Sally McKee.

Staff: Cindy Mack, Director and Ed Rutkowski, Assist. Director.

APPROVAL OF THE AGENDA: Moved by Arla McPeek and seconded by Jordan Genso to approve the agenda. Motion carried.

APPROVAL OF THE MINUTES Moved by Jordan Genso and seconded by Arla McPeek to approve the December 20, 2017-Board Meeting minutes. Motion carried.

Moved by Jordan Genso and seconded by Arla McPeek to approve the January 3, 2017-Committee Meeting minutes. Motion carried.

PUBLIC COMMENTS: none

STAFF COMMENTS: Cindy and Ed provided each Board member with a manual containing the Library's policies, the Michigan Public Library Manual, Open Meetings Act Handbook and additional resources. These manuals are to help the Board better understand the policies and procedure of the Library. The Board was encouraged to visit several websites for any training opportunities, programs and webinars that they might be interested in attending.

Ed gave an overview regarding the Brighton District Library's institutional relationships with TLN (The Library Network), Library of Michigan, Midwest Collaborative for Library services (MCLS) and Michigan Library Association (MLA)

PRESIDENT'S REPORT: President Poppy took a moment to express her faith in the Board as it meets the challenges and transitions in the future with Sally resigning and new members coming on board.

DIRECTOR'S REPORT: Director Mack discussed the following:

- The Space needs assessment presentations from the two firms selected is set for Tuesday, February 21st. Patrick requested a third firm, Lewis & Greenspoon, to be interviewed. The Board agreed on the third firm selected by Patrick. With much discussion on the time allotted for each firm, it was decided to change the time of the regular Board meeting from 7:30 p.m. to 7:00 p.m.

Resolution #17-0004: Moved by Patrick McDonald and seconded by Rich Perlberg to approve the change of time of the regular Board meeting from 7:30 p.m. to 7:00 p.m. on February 21, 2017 to accommodate the interviews of the three firms. This is in accordance with the Open Meeting Act.

- The Annual Report was discussed. It was agreed by the Board to have Cindy's photo included with the report.

COMMITTEE REPORTS:

Budget/Finance:

Resolution #17-0002: Moved by Arla McPeek and seconded by Rich Perlberg to approve the claims docket in the amount of \$26,384.43 dated 1/17/17. Motion carried.

Resolution #17-0003: Moved by Jordan Genso and seconded by Arla McPeek to approve the payment of payroll checks dated 12/29/16 and 1/12/17. Motion carried.

Policy/Personnel: none

Building/Technology: none

Planning/Fundraising: none

Public relations: none

OLD BUSINESS: none

NEW BUSINESS: The Board discussed Sally's resignation and the publicizing of this open position.

STRATEGIC PLANNING/TASK FORCE: none

BOARD COMMENTS: Patrick McDonald questioned the nominating committee on the procedure used in electing the officers for 2017.

ADJOURNMENT: This meeting adjourned at 9:14 p.m.

Respectfully submitted,

Susan Wilson, Recording Secretary
Brighton District Library

NEXT MEETING:

Next Committee Meeting: Tuesday, February 7, 2017

Next Board Meeting: Tuesday, February 21, 2017