

Brighton District Library
Board of Trustees Meeting Minutes
December 20, 2016

CALLED TO ORDER: The meeting was called to order at 7:39 by President Kathryn Poppy.

ADMINISTRATION OF OATH OF OFFICE: Honorable Michael Hatty swore in the newly elected Board member Arla McPeek, Rich Perlberg and Jordan Genso.

ATTENDANCE: Present: President Kathryn Poppy, Arla McPeek Jordan Genso, Rich Perlberg and Sally McKee.

Absent: Jane Petrie, Patrick McDonald and Margaret McDonald.

Staff: Cindy Mack, Director, Ed Rutkowski, Assistant Director.

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

APPROVAL OF THE MINUTES: Moved by Rich Perlberg and seconded by Sally McKee to approve the November 15, 2016-Board Meeting minutes, the November 29, 2016-Special Meeting minutes and December 6, 2016-Committee Meeting minutes. Motion carried.

PUBLIC COMMENTS: none

STAFF COMMENTS: none

PRESIDENT'S REPORT: President Poppy wanted to wish Margaret McDonald best wishes and to thank her for her service due to her retirement from the Board. A plaque of appreciation will be given to her at a later date. Kathryn and Cindy attended the City of Brighton's Centennial 150th Celebration. Gave an update on Jane's progress. With much regret, President Poppy accepted Sally McKee's resignation. Sally will stay until a new Board member is appointed.

DIRECTOR'S REPORT: Director Mack discussed the following:

- The Annual Appeal-to date we received approximately \$7,300.
- The Library will be receiving approximately \$50,000 from the State for reimbursement from lost Personal Property Tax.
- The Board agreed to close on Monday, July 3, 2017 for a long Fourth of July weekend.
- Gave the Board a draft copy of the annual report that will be sent to residents. The whole report will also be on our website. Any changes or revisions, send feedback to Cindy.

COMMITTEE REPORTS:

Budget/Finance:

Resolution #16-0061: Moved by Arla McPeek and seconded by Sally McKee to approve the claims docket in the amount of \$57,824.74 dated 12/20/16. Motion carried.

Resolution #16-0062: Moved by Sally McKee and seconded by Arla McPeek to approve the payment of payroll checks dated 11/17/16, 12/1/16 and 12/15/16. Motion carried.

Policy/Personnel: none
Building/Technology: none
Planning/Fundraising: none
Public relations: none

OLD BUSINESS:

Resolution #16-0063: Moved by Sally McKee and seconded by Rich Perlberg to approve the 2017 Slate of Officers as follows: President Kathryn Poppy, Vice-President Sally McKee (until a replacement is appointed), Treasurer Jane Petrie, Secretary Arla McPeck, Trustee Rich Perlberg, Trustee Jordan Genso and Trustee Patrick McDonald.

The Space Assessment proposals were discussed. Cindy and Ed presented an informational chart breaking down each proposal's overview. The Board agreed to have staff decide on the top firms. The Board would then like a presentation from the top chosen firms.

NEW BUSINESS: none

STRATEGIC PLANNING/TASK FORCE: none

BOARD COMMENTS: none

ADJOURNMENT: This meeting adjourned at 9:10 p.m.

Respectfully submitted,

Susan Wilson, Recording Secretary
Brighton District Library

NEXT MEETING:

Next Committee Meeting: Tuesday, January 3, 2017

Next Board Meeting: Tuesday, January 17, 2017