

Brighton District Library
Board of Trustees Meeting Minutes
February 21, 2017

CALLED TO ORDER: The meeting was called to order at 7:00 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, BDL staff Tina Fleischmann, Jen Osborne, Carla Sharp, Vickie Weyand, Stephanie Lyon, Sandy Schulenburg, Kate Wheeler and Mary Daugherty.

SPACE NEED ASSESSMENT ARCHITECT INTERVIEWS: Representatives from Lewis Greenspoon, Daniels and Zermack and Quinn Evan architectural firms gave presentations and answered question regarding their proposals to perform a space needs assessment for the Library. The Board thanked them for coming.

APPROVAL OF THE AGENDA: Moved by Jordan Genso and seconded by Rich Perlberg to approve the agenda with the addition under Old Business for the Board to discuss further these Interviews. Motion carried.

APPROVAL OF THE MINUTES: Moved by Jordan Genso and seconded by Rich Perlberg to approve the January 17, 2017-Board Meeting minutes. Motion carried.

Moved by Jordan Genso and seconded by Rich Perlberg to approve the February 7, 2017-Committee Meeting minutes. Motion carried.

STAFF COMMENTS: none

PRESIDENT'S REPORT: none

DIRECTOR'S REPORT: Director Mack discussed the following:

- The Annual Report has been mailed out to the community. Cindy thanked the staff for all their hard work in creating this report.

COMMITTEE REPORTS:

Budget/Finance:

Resolution #17-0006: Moved by Rich Perlberg and seconded by Arla McPeek to approve the claims docket in the amount of \$226,802.09 dated 2/21/17. Motion carried.

Resolution #17-0007: Moved by Rich Perlberg and seconded by Arla McPeek to approve the payment of payroll checks for 01/26/17 in the amount of \$44,425.75 and 02/09/17 in the amount of \$43,841.41. Motion carried.

Policy/Personnel: none

Building/Technology: none

Planning/Fundraising: none

Public relations: none

OLD BUSINESS: The Board further discussed the three candidates interviewed.

NEW BUSINESS: President Poppy informed the Board that Sally McKee will email everyone her resignation letter. It was decided to move forward with the posting of this vacancy on the Board once Sally's letter is received.

STRATEGIC PLANNING/TASK FORCE: none

BOARD COMMENTS: President Poppy handed out a form for Cindy's evaluation. All are to mail back to Jane Petrie within a week for tabulation. Kathryn also thanked Ed for his stats report.

ADJOURNMENT: This meeting adjourned at 9:55 p.m.

Respectfully submitted,

Susan Wilson, Recording Secretary
Brighton District Library

NEXT MEETING:

Next Committee Meeting: Tuesday, March 7, 2017

Next Board Meeting: Tuesday, March 21, 2017