

Brighton District Library
Board of Trustees Meeting Minutes
April 21, 2015

CALLED TO ORDER: The meeting was called to order at 7:35 by President Patrick McDonald.

ATTENDANCE: Present: President McDonald, Margaret McDonald, Jeannette Hill, Jane Petrie, Kathryn Poppy and Sally McKee.

Absent: none.

Staff: Director Nancy Johnson, Ed Rutkowski, Assistant Director.

APPROVAL OF THE AGENDA: Moved by Sally McKee and seconded by Jane Petrie to approve the agenda with the addition of Resolution #15-0017, 18 and 19. Motion carried unanimously.

APPROVAL OF THE MINUTES: Moved by Sally McKee and seconded by Jane Petrie to approve the March 17, 2015-Board Meeting minutes. Motion carried unanimously.

Moved by Sally McKee and seconded by Jane Petrie to approve the April 7, 2015-Committee Meeting minutes. Motion carried unanimously.

PUBLIC COMMENTS: none

STAFF COMMENTS: none

PRESIDENT REPORT: President McDonald announced to the Board the Mr. Rich Perlberg agreed to chair the Brighton District Library's millage committee. The Board and staff members will meet with Mr. Perlberg to review the process of the millage committee. The Board would like to invite the community to an informational meeting regarding the millage campaign on May 19th at 6:00. Light refreshments will be served.

DIRECTOR'S REPORT: Director Johnson discussed the following:

- Any questions from the Director's Report.
- Staff member Sarah Neidert, Automated Services Supervisor, will be attending the next Board meeting on May 19th.
- Discussed the March financial statement of revenues and expenditures.
- Received a letter from Congressman Mike Bishop wishing a successful Booked for the Evening Gala.
- Two media pieces were discussed. One written by Margaret Vergith, the Library's Media Coordinator, about the Livingston County Libraries Livingston Reads program. This year is featuring Bitter Brew. The other was from the Brighton Argus regarding the Friends Book Sales next week.
- The notice to the Electors of Livingston County regarding the ballot proposals for the May 5th Election was discussed. Cormaine has a bond levy proposal on the ballot.

COMMITTEE REPORTS:

Budget/Finance:

Resolution #15-0014: Moved by Jane Petrie and seconded by Kathryn Poppy to approve the payment of bills based on claims docket in the amount of \$156,553.83 dated 04/21/15. Motion carried unanimously.

Resolution #15-0015: Moved by Jane Petrie and seconded by Kathryn Poppy to approve the payment of payroll checks dated 03/26/15 and 04/09/15. Motion carried unanimously.

Resolution #15-0016: Moved by Jane Petrie and seconded by Margaret McDonald to approve the purchase of a 12 month CD at the current rate available for approximately \$106,422.67 from First National Bank of Howell. These funds are from the maturity of the General Fund First National Bank of Howell CD that is maturing 04/14/15. Motion carried unanimously.

Policy/Personnel: Jane Petrie is speaking on behalf of the Policy/Personnel Committee:

Resolution #15-0017: Moved by Jane Petrie and seconded by Sally McKee to approve the Library Director Nancy B. Johnson's contract for 2015. After discussion, motion carried unanimously.

Resolution #15-0018: Moved by Jane Petrie and seconded by Sally McKee to approve the payment of \$3,000 to Director Nancy B. Johnson's deferred compensation plan for the year of successful employment ending 12/31/14, per her contract. Motion carried unanimously.

Electing a Treasurer:

After the sad and sudden passing of Jane Clarke, Treasurer of the Board of Trustees, Jane Petrie will assume the position as Treasurer until the next election of Officers. The Board approved unanimously.

Building/Technology:

Resolution #15-0019: Moved by Sally McKee and seconded by Kathryn Poppy to approve to purchase of new security cameras from CTS Companies. Cost not to exceed \$9,500.00. These funds are a capital expense and will be paid out of the General Fund. Balance.

Sally McKee inquired that the outdoor trees be looked at to see if they fared the winter and animals. She did notice that one might be crooked and to have that one looked at, as well.

Planning/Fundraising: none

Public relations: none

OLD BUSINESS: none

NEW BUSINESS: none

STRATEGIC PLANNING/TASK FORCE: none

BOARD COMMENTS: Sally McKee informed the Board that the fish tank is getting an updated look. The Board thanked Nancy for the great job she's doing as Director of the Library.

ADJOURNMENT: This meeting adjourned at 8:35 p.m.

Respectfully submitted,

Susan Wilson, Recording Secretary
Brighton District Library

NEXT MEETING:

Next Committee Meeting: Tuesday, May 5, 2015

Next Board Meeting: Tuesday, May 19, 2015