

Brighton District Library  
Board of Trustees Meeting Minutes  
May 19, 2015

**CALLED TO ORDER:** The meeting was called to order at 7:37 by Jane Petrie

**ATTENDANCE:** Present: Jeannette Hill, Jane Petrie, Kathryn Poppy via phone and Sally McKee.  
Absent: President McDonald, Margaret McDonald  
Staff: Director Nancy Johnson, Ed Rutkowski, Assist. Director  
Guest: Arla McPeek, prospective Board member

**APPROVAL OF THE AGENDA:** Moved by Sally McKee and seconded by Jeannette Hill to approve the agenda with the following changes. Reschedule Sarah Neidert, Automated Services Supervisor, and to table Resolution #15-0023-Approval of the 2014 Audit until the Special Meeting on Friday, May 22, 2015 at 1:30 p.m. Motion carried unanimously.

**APPROVAL OF THE MINUTES:** Moved by Sally McKee and seconded by Jeannette Hill to approve the April 21, 2015-Board Meeting minutes. Motion carried unanimously.

Moved by Sally McKee and seconded by Jeannette Hill to approve the May 5, 2015-Committee meeting minutes. Motion carried unanimously.

**PUBLIC COMMENTS:** Arla McPeek, prospective Board member, came as an observer. The Board thanked her for coming.

**STAFF COMMENTS:** none

**PRESIDENT REPORT:** none

**DIRECTOR'S REPORT:** Director Johnson discussed the following:

- Diana Dart will be working with Friends on Lisa Goring's memorial.
- Carla Sharp, Youth Services Supervisor, and her team will be interviewing new candidates for the Professional Librarian position.
- Received ballot language from Tom Colis and will give more information at the next Committee Meeting.
- We've received the first of two checks for State Aid. Thanks to Ed Rutkowski for getting this completed.
- The email from Anne Seurnyck, Attorney for Foster, Swift, Collins & Smith PC., regarding the new Freedom of Information Act policies and procedures was discussed.
- The Board received from Director Johnson her letter of retirement. Based upon the advice of the medical team that is guiding her in her recovery and treatment plan, she must reduce her activities. Director Johnson will continue to work until December 31, 2015.

Ed Rutkowski discussed with the Board, the cost of the proposed millage elections. This discussion will continue at the next regular Board meeting.

**COMMITTEE REPORTS:**

Budget/Finance:

Resolution #15-0021: Moved by Jeannette Hill and seconded by Sally McKee to approve the claims docket in the amount of \$15,641.31 dated 05/19/15. Motion carried unanimously.

Resolution #15-0022: Moved by Jeannette Hill and seconded by Kathryn Poppy to approve the payment of payroll checks dated 04/23/15 and 05/07/15. Motion carried unanimously.

Resolution #15-0023: to approve the Audit. This Resolution is tabled until the special meeting on Friday, May 22, 2015 at 1:30. Motion carried unanimously.

Policy/Personnel: none

Building/Technology: none

Planning/Fundraising: none

Public relations: none

**OLD BUSINESS:** The Board inquired about SpringFest. Director Johnson informed them that everything is going well and is in place for SpringFest on Sunday, June 7<sup>th</sup>.

**NEW BUSINESS:** none

**STRATEGIC PLANNING/TASK FORCE:** The Board might want to consider updating this plan.

**BOARD COMMENTS:** none

**ADJOURNMENT:** This meeting adjourned at 8:24 p.m.

Respectfully submitted,

Susan Wilson, Recording Secretary  
Brighton District Library

**NEXT MEETING:**

Next Committee Meeting: Tuesday, June 2, 2015

Next Board Meeting: Tuesday, June 16, 2015