

Brighton District Library  
Committee Meeting  
October 3, 2017

CALL TO ORDER: President Kathryn Poppy called the meeting to order at 7:31 p.m.

ATTENDANCE: Trustees: President Kathryn Poppy, Jordan Genso, Patrick McDonald, Arla McPeek, Jim Muzzin and Jane Petrie.

Absent: Rich Perlberg.

Staff: Library Director Cindy Mack.

RESOLUTION 17-0047: Jane Petrie moved and Patrick McDonald seconded to approve the payment of bills based on the claims dockets in the amount of \$1,613.95 dated 09/25/17 and \$23,203.54 dated 10/03/17. The motion passed.

DIRECTOR'S REPORT – Cindy Mack

- Stevens, Kirinovic & Tucker P.C. sent trustees a letter about the firm's responsibilities and the scope of the upcoming audit, which begins January 2018 and concludes with a report by the end of March 2018.
- Cindy has been looking into improving the library's signage, which is becoming worn. Fortunately, all signs are structurally sound. The new inserts, coverplates and refreshed lettering required to upgrade them will come in well under the budgeted amount.

PRESIDENT'S REPORT – Kathryn Poppy

- Kathryn asked if any trustees would be willing to oversee Cindy's yearly evaluation. Jordan volunteered. The group agreed it would be helpful if Cindy completed a self-evaluation as well, to include the year's achievements and areas where she thinks she could improve.

ADJOURNMENT: Arla McPeek moved and Jane Petrie seconded the meeting be adjourned. The motion carried. The meeting adjourned at 7:57 p.m.

Respectfully submitted,

Arla McPeek  
Secretary, BDL Board of Trustees