

Brighton District Library
Board of Trustees Meeting Minutes
April 17, 2018

CALLED TO ORDER: The meeting was called to order at 7:32 by President Patrick McDonald.

ATTENDANCE: Present: President Patrick McDonald, Jane Petrie, Kathryn Poppy, Arla McPeek and Rich Perlberg.

Absent: Jim Muzzin and Jordan Genso.

Staff: Cindy Mack, Director and Sarah Neidert, Head of Collections and Public Relations.

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

APPROVAL OF THE MINUTES: Moved by Kathryn Poppy and seconded by Jane Petrie to approve the March 20, 2018-Board Meeting minutes. Motion carried.

Moved by Kathryn Poppy and seconded by Jane Petrie to approve the April 3, 2018-Committee Meeting minutes. Motion carried.

PUBLIC COMMENTS: none

STAFF COMMENTS: Sarah Neidert, Head of Collections and Public Relations, gave a demonstration of Hoopla to the Board. Hoopla is a digital media service where you can download audiobooks, movies, fiction, JUV fiction also graphic novels to any electronic device. This program is growing in popularity since we began offering it a year ago. The Board thanked Sarah for coming and for the hard work she does for the Library.

PRESIDENT'S REPORT: Patrick and Cindy had their monthly meeting where they discussed a variety of events which are included in the Director's update.

DIRECTOR'S REPORT: Director Mack discussed the following:

- There has been plumbing issues in the Library. Goyette had cleaned out the pipes and discovered two issues with the sewer lines. This will have to be corrected before we repave the parking lot.
- The plan for the parking lot is to do the staff/south side of the parking lot first then after the summer reading program do the public/north side.
- The architect is still working on the RFP for the roof. The goal is to have the roofing RFP approved by the Board at their May 1 meeting.
- The Policy Committee was rescheduled on May 1 and at that time will be able to review the Hiring Policy and the evaluation form to be used for the Director evaluation.

COMMITTEE REPORTS:

Budget/Finance:

Resolution #18-0022: Moved by Arla McPeek and seconded by Jane Petrie to approve the claims docket in the amount of \$151,366.20 dated 04/17/18. Motion carried.

Resolution #18-0023: Moved by Arla McPeck and seconded by Jane Petrie to approve the payment of payroll checks dated 3/22/18 in the amount of \$41,097.08 and 4/05/18 in the amount of \$41,289.90. Motion carried.

Resolution #-18-0024: Moved by Rich Perlberg and seconded by Kathryn Poppy to approve the purchase of a 12 month CD at the current rate available for approximately \$107,862.94 from Flagstar Bank. These funds are from the maturity of the General Fund 1st Nation Bank of Howell CD that matured April 14, 2018. Motion carried

Policy/Personnel: #18-0020: Policy #103 Hiring Policy continues to be tabled until the Policy Committee can review policy at the next meeting.

Building/Technology: n
Planning/Fundraising: n
Public relations: n

OLD BUSINESS:

NEW BUSINESS:

STRATEGIC PLANNING/TASK FORCE: none

BOARD COMMENTS: The Board commented on how nice the Library looks without the overgrown bushes in front. You can really see the architectural lines of the building.

ADJOURNMENT: This meeting adjourned at 8:25 p.m.

Respectfully submitted,

Susan Wilson, Recording Secretary
Brighton District Library

NEXT MEETING:

Next Committee Meeting: Tuesday, May 1, 2018

Next Board Meeting: Tuesday, May 15, 2018